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PRELIMINARY



INVENTORIES

Number 138

RECORDS OF THE MILITARY GOVERNMENT  
OF VERACRUZ

Compiled by Kenneth W. Munden

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS OF  
THE MILITARY GOVERNMENT OF VERACRUZ

(Record Group 141)

Compiled by Kenneth W. Munden



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National Archives and Records Service  
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Washington: 1962

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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and the time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

### The Occupation of Veracruz

The taking of Veracruz by American naval forces on April 21, 1914, brought to a culmination the period of stress that had existed between the United States and Mexico since 1911. After the fall of Díaz in 1910 Mexico was torn with internal strife. United States interests were involved, and policy toward Mexico changed sharply under successive administrations. President Wilson refused to recognize Huerta's de facto government, and public opinion in the United States was inflamed by the "Tampico Incident" of April 9, 1914, in which American sailors were arrested by officers serving under Huerta. When Huerta refused to salute the American flag and offer full apologies, President Wilson felt that American prestige was threatened and laid the matter before Congress on the afternoon of April 20. Early in the morning of April 21, Secretary of State Bryan received a message to the effect that a German ship, laden with arms and ammunition for Huerta, was on the point of landing at Veracruz. President Wilson then instructed the commander of the American fleet "to take Veracruz at once." The occupation was completed within two days.

As a result of the occupation, the affairs of the city were in a state of virtual paralysis. Rear Adm. F. F. Fletcher, the commanding officer, issued a proclamation inviting the Mexican city officials to continue in their usual duties and declaring that the American military authorities would not interfere with civil affairs so long as peace and good order were maintained. Under the Admiral's direction, the "Naval Administration of Civil Affairs" was rapidly organized. Officials of the Mexican Federation and of the State of Veracruz refused to serve under American supervision, declaring it was against Mexican law for them to do so. City officials, though more cooperative, were not wholly successful in restoring order, and Admiral Fletcher found it necessary to place the city under martial law on April 26. After consultation with Robert Kerr, an American lawyer from Mexico City, Admiral Fletcher and his staff drew up plans for a government in which all functions--legislative, executive, and judicial--should be invested in a Civil Governor, who, in turn, should be responsible to the Commander of the United States forces. The regulations provided for an Inspector of the Port, a Treasurer, and an Administrator of Justice, and it was stipulated that the government should follow Mexican laws and regulations insofar as possible. On account of his familiarity with Mexican affairs, Mr. Kerr was appointed Civil Governor and he at once proceeded with the preliminary work of organization. This Civil Administration under the Naval Forces never really functioned, however, since it was superseded in less than a week by the Military Government of Veracruz, under authority of Brig. Gen. Frederick Funston.



On April 23 General Funston had been ordered to embark with his brigade at Galveston, Tex., and proceed at once to Veracruz. While en route he was instructed by President Wilson to relieve the Navy of its duties ashore and to take over the government of the city. On April 30, 9 days after the Navy had moved in, a formal ceremony of turning over control of the city to the Army took place, and on May 2 the Military Government of Veracruz was proclaimed. The Military Government continued until November 23, when the American troops were withdrawn from Mexican soil. Partly through the mediation of Argentina, Brazil, and Chile, a peaceable evacuation of Veracruz was arranged, after an American occupation and government of almost exactly 7 months.

### Establishment and Organization of the Military Government of Veracruz

When General Funston assumed authority at Veracruz on April 30, 1914, he accepted Admiral Fletcher's proposals for the organization of a government, except that he felt his purpose would be better accomplished if officers of the Army and Marine Corps were used as heads of the various departments. The Military Government would thus be conducted by administrators directly under the orders of the Commanding General. This change of plan was effected without difficulty, for although Civil Governor Kerr, in the few days of his administration, had carried out much preliminary organization, he had not opened for business any of the Federal, State, or municipal offices.

On May 1 Secretary of War Garrison telegraphed General Funston to follow as nearly as possible the methods pursued by the United States in the Philippine Islands when military authorities took over the administration of civil affairs. Later the Secretary stipulated that exercise of authority should be limited to what was "dictated by necessity" and that the activities of the Military Government "should be limited to such supervision over the population as will insure a proper police control being maintained and the keeping [of] open and effective . . . administration of municipal affairs." He also stated that "the administration of military government at Veracruz should be such as to give the inhabitants an object lesson of national good will" and that no impression should be given "that we are pursuing a scheme of conquest." The organization of a staff became possible on May 13 by the arrival from the United States of officers and other skilled personnel needed for administering the various departments of government.

The need of an office to handle all civil matters as distinguished from military matters was recognized by General Funston soon after he assumed his duties as Military Governor. The Office of Civil Affairs was accordingly created on May 12, 1914, and thereafter all departments and offices of the Federal, State, and municipal governments operating in Veracruz were responsible to General Funston through the Officer in Charge of Civil Affairs. The customhouse, its environs, and the port were controlled by an Administrator of Customs and Captain of the Port; the funds



proceeding from the existence of the Military Government were deposited with the Treasurer of the Military Government; postal matters were the responsibility of a United States Mail Agent and General Postmaster; and all other departments and offices of the Military Government were placed under the supervision of the Provost Marshal General. The latter served as executive head of the municipal government, which he conducted through a Legal Department and Departments of Finance, Public Safety, Public Works, and Education.

Though American soldiers were sometimes employed at police and sanitary work, they also manned trenches on outpost duty on a front of several miles during the entire period of occupation. Facing this line were Mexican forces who were often without discipline or responsibility. Despite the fact that there was no political recognition of the Mexican regime, a recognition of the military existence of the opposing Mexican commanders was unavoidable. Relations with these extended to such matters as the operation of trains, transfer of mail, and exchange of American and Mexican soldiers who had wandered beyond their respective lines. General Funston had prepared plans for the continued civil administration of the city in case of hostilities between the United States and Mexico. Veracruz would for a time be taken over by the Navy, thus allowing Army officers to join their organizations in the field. A study was prepared of the best methods for the capture and occupation of other cities. Only one incident occurred, however, in which hostile shots were fired at American outposts during the entire occupation.

One of the chief difficulties encountered by the Military Government in the first weeks of its existence was the lack of records concerning duties of the Mexican officials whose positions had been assumed by Americans. Another major obstacle was the difficulty of inducing competent Mexican employees to serve under the Americans, owing to the fact that the Mexican penal code imposed severe punishment for those who served in any capacity under a foreign power occupying Mexican territory. Eventually large numbers of former employees were persuaded to return to their desks, but their fears were not without foundation. Both the Huerta and Carranza factions branded such employees as traitors and threatened eventual punishment. Though Carranza later guaranteed exemption from reprisals for such service, apprehension was so great that General Funston considered himself obligated, at the time of his withdrawal from Veracruz the following November, to charter a United States naval vessel for removing to safety 600 refugees, many of them employees of the Military Government.

The administrative matter most difficult to deal with, in the opinion of General Funston, was that of municipal finances. Under the Military Government it was necessary to collect and hold revenues belonging to the city of Veracruz, the State of Veracruz, and the Mexican Federation. Funds in the Municipal Treasury were very low at the beginning of the period, and business conditions were not improved by the isolation of Veracruz from the interior of Mexico. Revenues were further cut down by the American prohi-



bition of bullfighting and limitation on gambling and by the lack of courts that were competent to act on inheritances and legacies that would have yielded a tax. These financial difficulties were solved mainly by practicing the utmost economy in every department of the city government. It was found that some expenses were properly payable from Mexican State or Federal funds, and that others could be distributed among all three funds. Sanitation was paid for, as fully as possible, by the U. S. War Department allotment for that purpose. But receipts of the Municipal Treasury continued to be less than expenditures, and finally, in accord with Mexican precedent, money was borrowed from the State funds for the city of Veracruz. Hence, on the date of evacuation, the city was considerably more indebted to the State than it had been when the occupation began.

#### Administration of the Customhouse and Subsidiary Establishments

The Collector of Customs appointed by Admiral Fletcher on April 25, 1914, was directed to administer his office in accord with existing laws of Mexico except where this would interfere with the military interests of the United States. The customs service under the Military Government remained, therefore, substantially what it had been under Mexican control. The Collector of Customs controlled all operations in the harbor, on the waterfront, and in the entire maritime zone. He collected the import and export duties, and supervised the contador (cashier) with his clerical force, the Customs Treasury, and the inspectors, guards, storemen, and port pilots. Specialized sections of the customhouse included the Section of Statistics, Section of Archives, Section of Judgments, Correspondence Section, Post Office Section, Section of War and Marine, and Section of Coastwise Trade. The Collector was also ex officio Captain of the Port under Mexican law, which had consolidated the offices under the title of Administrador de la Aduana. Thus he exercised control over the Lighthouse Service, the Port Lookout Service, and the Ulúa Weather Observatory.

#### Administration of Federal, State, and Municipal Tax Offices

The Department of Finance was established by verbal orders of the Provost Marshal General on May 4. Since funds had to be collected to meet not only the ordinary expenses of the city but also the cost of cleaning up debris and of repairing buildings that had been damaged by American shellfire, it was imperative to open the Federal, State, and municipal tax offices at once. The conduct of all local business required stamps and the issue of licenses, and the tax offices were empowered under Mexican law to assess fines for delinquencies.

The Chief of the Finance Department gave consideration to the entire subject of the finances of the city, State, and Federation within the territorial limits established by the Military Government. His office made reports on financial matters, including a weekly report of the receipts and disbursements of the tax offices under the Department's control. The



Chief was also responsible for preparing estimates of the needs of all the departments and of probable income and for recommending allotments made in accordance with the estimates. The Finance Department acted upon all appeals from the decisions and penalties imposed by the Federal, State, and municipal tax offices. This involved the auditing of accounts, the revision of taxes levied, and house-to-house investigation of suspected tax irregularities.

The principal function of the Federal Stamp Office was collecting the Federal stamp tax through the sale of stamps. The Office was also invested with authority to affix to the books of all commercial houses operating on a capital of more than 2,000 pesos the necessary stamps required by law and to collect from business houses a direct tax "for the right of existing or doing business." Stamps were also required on mortgages and loans, and delinquencies could be punished by fines amounting, in some cases, to ten times the amount of the missing stamps.

The principal taxes collected by the State Tax Office for the Veracruz district were levied on commercial and industrial establishments, improved and unimproved property, transfers of real estate, annuities, leases, inheritances, and licenses for such activities as peddling and slaughtering. The office in Veracruz ordinarily supervised the work of tax offices elsewhere in the Veracruz district, but during the American occupation collections in the subordinate offices were not, of course, forwarded to Veracruz nor were returns made to the Veracruz office. State tax laws provided for the assessment of taxes each November by a State board, and taxes collected by the Americans were in accordance with assessments made the previous year. It was necessary, however, to create a board for increasing or reducing taxes in accordance with changed conditions. The business of certain firms had been reduced by the cutting off of the city from the rest of the country; on the other hand, the business of restaurants and hotels had greatly increased.

Collections made by the State Tax Office during American occupation compared "very favorably" with those made by the Mexicans, though the lack of civil courts adversely affected collections on real estate and inheritance transfers, and additional income was lost from the suppression of lotteries, gambling, and bullfighting. During the period of the Military Government the State Tax Office absorbed the functions of the Office of Weights and Measures, under which a small tax was charged for the inspection of scales and other measuring devices.

The offices occupied by the Municipal Treasury were found in a badly wrecked condition, and practically all fixtures and furniture had to be replaced. The City Treasurer who was appointed under the Military Government found it impossible to open the offices until the former cashier had agreed to remain during the reorganization to furnish information and assist in the search for the Treasury records. The cashbook, ledger, and daybook covering the period just before the American occupation were never located,



so that it was never possible to determine whether or not the entire balance had been received from the Mexican administrator. There was great difficulty in persuading any Mexicans to work in the offices, and hence nearly all the new employees were Americans who had no knowledge of the job and who expected pay two or three times as high as that of Mexicans in the same position. In spite of all the difficulties encountered, the new City Treasurer began payment of the street laborers on May 4 and collection of taxes on May 9.

Taxes on commercial and industrial establishments and on city real estate were based on assessments made by the State Tax Office, and other principal taxes were levied on stalls and floor space in the several markets, all of which were owned by the city; on all poultry, fish, vegetables, and fruit brought into the markets; on the use of water; and on slaughtering, peddling, public entertainments, and means of transportation. In addition to his functions as collector of municipal revenues and disbursing officer for municipal expenditures, the Municipal Treasurer, under Mexican administration, served as the Treasurer of the Board of Charities.

American collections through the Municipal Treasury exceeded those of the Mexicans, \$470,586.45 being collected for the period from May to October 1914, as compared with \$368,872.13 for the corresponding period of 1913. But the Municipal Treasury was the only office under the Department of Finance whose operating expenses exceeded those for a corresponding period under the Mexicans.

#### American Administration of Justice in Veracruz

Mexican courts ceased to function in Veracruz when the city was occupied, and this not only meant a financial loss to the city but was a source of inconvenience to the citizens. Certain of the Mexican judges were friendly and offered their advice in a number of cases, but they dared not violate Mexican law by serving under the Americans. They agreed that it would be idle for the American authorities to set up civil courts of their own, since no judgment or decree of such courts would receive recognition from the Mexican government after the American evacuation. In response to General Funston's suggestion that the Argentina-Brazil-Chile Conference take up the matter of authorizing the Mexican judges to perform their functions, Secretary of War Garrison ruled, on May 13, that no exigency called for the immediate trial of civil suits and that all other matters could be cared for by military commissions, provost courts, or other courts erected and officered by the military. As a consequence of this situation, the entire judicial machinery of Veracruz during the American occupation was administered by officers serving with the Legal Department under the Provost Marshal General, and laws were enforced by officers and personnel of the Public Safety Department.

The Legal Department itself kept almost no records of its proceedings but resorted to the device of having all deeds of trust, mortgages, and



other written instruments signed, stamped, and recorded in a notary's office. It was feared that proceedings and acts recorded in the Department would not be recognized by Mexican authorities on their return to power. On the other hand, when a written agreement was filed in a notary's office, with nothing in the document to indicate that the United States had anything to do with the proceedings, it was felt that Mexican courts, on the resumption of their authority, could not fail to recognize the validity of agreements made under their own officials and in accordance with their own laws.

It was at first assumed that the Mexican courts would soon resume their functions, but as this possibility became more remote the Legal Department realized the urgency of acting in cases of civil dispute. The Department found itself in the position of a "board of arbitrators for the purpose of the doing of justice between such persons as appeared before it." To carry out this function the Department was obliged to undertake a study of unfamiliar laws written in a strange tongue and based on "ideas widely at variance with our own ideas of right and justice." A working knowledge was soon attained, however, of the civil, commercial, and criminal codes as applied to both the Republic of Mexico and the State of Veracruz. The records of the Fourth Court of First Instance of the State of Veracruz were found in the offices assigned to the Legal Department, only those for 1912 and 1913 appearing to be complete. These were used to some extent by the Department, for where a case had been settled by a Mexican court and it remained merely to execute the judgment, "the record was searched out and the judgment duly executed."

The Legal Department soon found out that the collection of rents was the most vexing of the problems with which it had to deal. The collection of back rent, ejectment for nonpayment, and enforcement of rental contracts were involved. Owing partly to the long period of political disorder, partly to easy-going Mexican ways, many rent payments had been deferred, as shown by the fact that during its few months of existence the Department settled nearly 6,000 cases dealing with rent. In addition, the Department was called upon to adjust claims involving sums from 50 cents (Mexican currency) to over 50,000 pesos, and more than 3,000 such cases were either compromised or settled.

Criminal justice, during the American occupation, was administered through the Provost Courts, which reported daily to the Chief of the Legal Department on the nature of the cases tried. These Provost Courts, Inferior and Superior, were instituted by order of the Commander of the Expeditionary Forces on April 30, 1914. Their jurisdiction covered only criminal cases---specifically, all violations of orders of the Commanding General and "all crimes and misdemeanors as defined by the Criminal Code of the Republic of Mexico, the municipality of the City of Vera Cruz, the statutes of the United States and by the common law." Capital offenses and political crimes were excepted from the jurisdiction of the Provost Courts, and the area under their jurisdiction was defined as the "territory of the city of Vera



Cruz, Mexico, and the territory contiguous thereto under control of the forces of the United States."

### Department of Public Safety

Under the Military Government, the Department of Public Safety worked in close cooperation with the Legal Department and under direct supervision of the Provost Marshal General. The extent to which the two Departments complemented each other is seen in the fact that from July 15 until the evacuation in November the same official served as Chief of both. The maintenance of law and order throughout the city was solely the responsibility of the Chief of the Public Safety Department and his assistants. The Department had supervision over the municipal jail, stable, pound, and orphan asylum, and it issued permits for the operation of small businesses and concessions. Through the native police and the Provost Guard the Department made arrests, imprisoned offenders, apprehended missing persons and deserters from the American armed forces, arranged public funerals, parades, and recreational events, and attended to the exportation of vagrants, criminals, and other undesirables. Releases of prisoners were made upon orders from the Legal Department.

The native police force, like other Mexicans working under the Military Government, feared reprisals and harsh treatment by Mexican authorities after the American occupation was over. Nevertheless, such a force was organized soon after the Department of Public Safety was established, and its members worked in conjunction with four companies of Marines who composed the Provost Guard. Although the Marines and the native police acted together in all general matters of police duty, the native force, insofar as possible, handled the Mexicans, and the Marines maintained order among soldiers and sailors on the streets. "It is a . . . noteworthy fact," reported the Provost Marshal General, "that there has been practically no resistance to the Provost Guard, on the part of anyone, including all classes and nationalities of civilians, as well as those belonging to the U. S. forces. Good order has been maintained at all times, chiefly by the mere presence of a portion of the Provost Guard." Immediate direction of the native police was in charge of a Cuban official who had been employed by the American Forces in the Second Intervention in Cuba.

### Public Health, Welfare, and Education

Active military operations had ceased before the Expeditionary Forces landed, and the way was clear for taking over the local health department with its dependencies, the San Sebastian Hospital, the Loreto Hospital, and the Hospicio Zamora. The Departments of Public Health and of Maritime Quarantine were at first under the Provost Marshal General, reporting to the Military Governor through the Officer in Charge of Civil Affairs. This delayed the transaction of business, however, because of the difficulty of coordinating expenditures from the United States funds for sanitation with those from civil funds raised through taxation. Hence, on June 19 these Departments were placed under the direct supervision of the Chief



Surgeon, who declared that after the change was made no difficulty of administration was experienced.

General Funston expressed satisfaction in having medical officers who were experts in sanitation and preventive medicine. Plans for the organization of the Medical and Hospital Corps had been worked out for fully a year in advance, since a possibility of landing forces in Mexico had long been considered imminent. "The advance preparation of these plans greatly aided the smoothness of operation which characterized the entire maneuvers." It was found that the civil population of Veracruz was largely unvaccinated against smallpox, that dysentery and malaria were prevalent, and that cerebro-spinal meningitis was to some extent present. Through sanitation and medical treatment a campaign was at once started against these diseases, the most scientific methods of the time being employed.

The school term in Veracruz was interrupted by the occupation, but on May 16 four schools were reopened and on June 15 two more. There was much difficulty in persuading the teachers to return to their posts, since they feared punishment upon the withdrawal of the American forces. This term was completed by 1,160 children. The teachers voluntarily attended a teachers' institute during the summer vacation, and the fall term began with nine schools open and 1,609 children in attendance. A number of private schools were attended by about a thousand children who could not be accommodated in the public schools or whose parents were unwilling to send them to schools operated under the Military Government.

#### Public Works Under American Administration

The Director of Public Works under the Military Government found no records from which to obtain information about his duties, but he learned from "experience and observation" that they included supervision of the city water system and sewage, lighting and street cleaning, disposal of garbage, the fire department, city parks, repair of public buildings, the ice plant, repair and sanitation of city markets, and any other work not included in other departments. Under American administration a general clean-up of the city was undertaken in May, provision was made for regular garbage collection and flushing of the market place with sea water, and construction of a 140-meter sewage main and a 1,200-meter road was completed, in addition to much necessary repair and maintenance work on the water and sewage systems, public buildings, and roads.

#### History and General Description of the Records

At the time of the evacuation, General Funston was ordered by the War Department to bring with him to the United States all funds in his possession, and such of the records as were necessary to establish the integrity of his administration and the accuracy of his accounts. The records of the Military Government that were brought to the United States consisted of



parts of the records of the Office of the Military Governor, the Treasurer of the Military Government, the Customs Service, the Finance Department, the Legal Department, and the Public Safety Department. So far as is known, all other records of the Military Government of Veracruz were left behind.

The funds of the Military Government were sent to the Sub-Treasury at New Orleans for safekeeping, and along with them the Treasurer's records. The main body of the records, however, was put in storage by the Depot Quartermaster at Galveston. It was later decided to turn them over to the Bureau of Insular Affairs of the War Department, and all the records except those of the Treasurer were sent to Washington in the spring of 1915. Efforts of the Bureau to gain possession of the Treasurer's records were unsuccessful, and it is not now known whether these records are still in existence. In 1939 such records of the Military Government of Veracruz as were in the custody of the Bureau of Insular Affairs were transferred to the National Archives.

This inventory describes all the records of the Military Government of Veracruz that are in the National Archives. They constitute Record Group 141 and total 40 cubic feet. Most of the records are written in Spanish, and in many cases the series descriptions carry quotations or abstracts of the Spanish titles.

Records in the National Archives that relate significantly to the Military Government of Veracruz are among the records in Record Group 59, General Records of the Department of State; Record Group 84, Records of the Foreign Service Posts of the Department of State; Record Group 45, Naval Records Collection of the Office of Naval Records and Library; Record Group 94, Records of The Adjutant General's Office; and Record Group 350, Records of the Bureau of Insular Affairs. The materials in Record Group 94 pertain not only to the Military Government but to the military activities of the Expeditionary Forces at Veracruz under General Funston's command. Records relating to the brief period of naval government are in Record Group 45. Records of claims arising from the occupation of Veracruz and of informational materials assembled to aid in settling the claims are in the records of the Special Claims Commission, United States and Mexico, created under the Claims Convention of September 10, 1923 (Record Group 76, Records of Boundary and Claims Commissions and Arbitrations).



## RECORDS OF THE MILITARY GOVERNMENT OF VERACRUZ

### RECORDS OF THE OFFICE OF THE MILITARY GOVERNOR

CORRESPONDENCE OF THE OFFICER IN CHARGE OF CIVIL AFFAIRS. Apr.-Nov. 1914. 3 ft.

1

The general correspondence of the Officer in Charge of Civil Affairs consists of 623 "case" files, each of which relates to a specific subject or transaction. In some instances alphabetic symbols are added to the dossier number to identify individual documents. Thus, the separate parts of the "23" classification, which is concerned with matters of general policy, are identified as 23, 23-A, 23-B, and so on. For a list of the important subjects of this correspondence, see appendix I; for card index, see entry 4. This series does not include the reports of recommendations of the Board of Officers on Claims, which, although properly a part of the correspondence of the Officer in Charge of Civil Affairs, were found to have been given a category of their own and are so described in entry 2. Arrangement is numerical by dossier or case number.

REPORTS OF BOARD OF OFFICERS ON CLAIMS. May-Nov. 1914. 5 in.

2

These papers comprise the proceedings and recommendations of the Board of Officers on Claims, constituted by Orders No. 3, Office of the Military Governor, May 23, 1914, as amended by Orders No. 11, August 19, 1914, "to investigate and report on such claims as may be referred to it" by the Office of the Military Governor. These reports were originally a part of the correspondence of the Officer in Charge of Civil Affairs, and each bears an OMG file number as shown in the detailed list in appendix II. The 31 claims investigated and reported on are numbered consecutively, and are arranged by claim number.

"BOARD OF CLAIMS--RECORD OF CASES." June-Nov. 1914. 1 vol. 1 in.

3

Record of claims referred to the Board, showing number of claim, name of claimant, amount of money involved, date received by the Board, and date on which proceedings and recommendations were forwarded to the Military Governor. Entries are chronologically arranged.

CARD INDEX TO CORRESPONDENCE OF THE OFFICER IN CHARGE OF CIVIL AFFAIRS. Apr.-Nov. 1914. 11 in.

4

Approximately 1,100 cards, 4" x 6", indexing the names of persons, places, firms, and ships and the subjects reflected in the correspondence of the Officer in Charge of Civil Affairs (entries 1-2). The cards also contain references to orders and circulars not necessarily filed with this correspondence; for example, under "Cole, J. A." are entered the following remarks: Appointed Military Treasurer (2/31/USEF/14); Relieved as Military Treasurer (2/86/USEF/14). A large number of cards under the heading "Municipality of Veracruz" refer to the vouchers of the Municipal Treasurer of Veracruz, described in entry 93. Arranged alphabetically.



DELIVERY BOOKS. May 15-Nov. 21, 1914. 4 books. 2 in. 5

Record of letters mailed or delivered from the Office of the Military Governor, showing date, to whom mailed or delivered, and (in the case of items delivered by messenger) initials of receipting officers. Communications are identified by file numbers referring to the correspondence file described above. Arranged chronologically.

DAILY REPORTS OF THE TREASURER OF THE MILITARY GOVERNMENT. May 6-Nov. 23, 1914. 1 in. 6

Statements submitted daily to the Military Governor, showing cash on hand at opening of office, receipts, cash summary, and disbursements, all of which are itemized under customs, Federal, State, municipal, street repair, and trust funds. Arranged chronologically.

DAILY CASH REPORTS OF THE TREASURER OF THE CUSTOMHOUSE (CORTE DE CAJA DIARIO). July 1-Oct. 20, 1914. 3/4 in. 7

Statements submitted to the Military Governor, showing the previous day's balance, the day's receipts and expenditures, and the amount of money on hand for the next day (existencia para mañana) itemized under the following headings: in the safe (en caja), Lighthouse Service funds, Quarantine Service funds, post office funds, and funds held pending court verdict (depósitos pendiente de Fallo Judicial). Arranged chronologically.

ORDERS OF THE MILITARY GOVERNOR RELATING TO CIVIL AFFAIRS. May 18-Oct. 30, 1914. 1/8 in. 8  
Arranged chronologically.

PRINTED NOTICES (AVISOS) AND NEWSPAPER ITEMS. Apr.-Nov. 1914. 3/4 in. 9

Copies of printed instructions posted by the Military Government for the guidance of the citizens of Veracruz, concerning such matters as garbage and trash disposal, prevention of the spread of tuberculosis, and the registration of prostitutes. Both Spanish and English versions appear in most of these avisos. Also copies of issues of certain Mexican newspapers, including Boletín Municipal (Córdoba), La Unión (Veracruz), and El Dictamen (Veracruz), and of the Diario Oficial de los Estados Unidos de Mexicanos, containing items of interest to the Military Government. Such items include a decree relating to Mexican soldiers, the "suicide" of Carranza, a notice by the Mexican Secretaría de Hacienda y Crédito Público, and numerous avisos of the various branches of the Military Government. Arranged chronologically.

PAPERS CONCERNING RECEIPTS AND EXPENDITURES OF FUNDS COVERING THE PERIOD NOVEMBER 14-23, 1914. Feb. 12-27, 1915. 1/4 in. 10

Correspondence concerning a report called for by the War Department's Bureau of Insular Affairs, together with copies of reports prepared by officers formerly connected with the Military Government of Veracruz. These documents were assembled by Capt. A. W. Brown, Headquarters Second Division, Texas City, Tex., formerly an assistant to the Officer in Charge of Civil Affairs, Military Government of Veracruz. Arranged chronologically.



DAILY REPORTS OF PROCEEDINGS OF PROVOST COURTS NOS. 1 AND 4. May 16-  
Nov. 19, 1914. 1 in. 11

These reports were submitted to the Military Governor by the provost court judges (through the Provost Marshal General) in compliance with the instructions of the Officer in Charge of Civil Affairs, dated May 17, 1914. By that date Provost Courts Nos. 2 and 3 had been discontinued. These are typewritten reports showing names of defendants, offense, and disposition of each case. With this series compare those described in entries 99, 100, 101, and 112. The reports from both provost courts are arranged chronologically in one series.

## RECORDS OF THE CUSTOMS SERVICE

### Records of the Office of the Administrator of Customs and Captain of the Port

CORRESPONDENCE OF THE ADMINISTRATOR OF CUSTOMS AND CAPTAIN OF THE PORT.  
Apr.-Nov. 1914. 4 ft. 12

Correspondence and other papers of Commander Herman O. Stickney, Administrator of Customs and Captain of the Port of Veracruz during the entire period of the Military Government (except for a short period when he was relieved by Commander E. L. Beach). Practically all of the documents of this series were originally arranged in a classified subject file (see entry 14), but at some time toward the end of the Military Government they were rearranged as herein described. This correspondence appears to include material relative to all of the important work of the Aduana Marítima. The English originals of many administrative orders that were to be "put into Spanish" are included. For an alphabetical arrangement of the important subjects, see appendix III. Numerically arranged in 441 "case" files, each of which relates to a specific subject or transaction.

CARD INDEX TO CORRESPONDENCE OF THE ADMINISTRATOR OF CUSTOMS AND CAPTAIN  
OF THE PORT. Apr.-Nov. 1914. 5 in. 13

This index of approximately 450 cards, 4" x 6", reflects the subject matter as well as the names of persons, places, firms, and ships with which the Administrator's correspondence (entry 12) is concerned. The index is, on the whole, inadequate. Arranged alphabetically.

LIST OF FILE CLASSIFICATIONS. Apr.-Nov. 1914. 1 vol. 1/2 in. 14

This filing scheme appears to have been employed in the Office of the Administrator for almost the entire period of the Military Government. Most of the documents contained in the Administrator's correspondence file bear file markings indicating that they were originally arranged in accordance with this list, which reveals major classifications as follows: 10, Accounts and Disbursements; 11, Arsenal, San Juan Ulúa, Observatory; 12, Appointments; 13, Contracts; 14, Capt. of the Port--War Vessels and Pilots; 15, Complaints and Claims; 16, Duties, Dues, Receipts, and Smuggling; 17, Freight, Merchandise, Storage; 18, Applications of Employees;



19, General Force--Record of Employees; 20, General Matters; 22, Lighthouse Service; 23, Military Matters; 24, Merchant and Customs Vessels; 25, Passes and Permits; 27, Federal Zone--Piers, Warehouses, and Property Commandeered; 28, Postal Service; 29, Headquarters; 30, Robberies; 31, Transportation and Railroad Matters; 32, Regulations and Instructions; 33, Requests and Petitions; 34, Requisitions for Stationery and Material; 35, Complaints and Claims--Resguardo; 36, Sanitary, Public Health, and Quarantine Matters; 37, Stamp Tax; 38, Circulars; and 40, Payrolls.

"REPORT OF [CUSTOMS SERVICE] OPERATIONS DURING AMERICAN OCCUPATION, APRIL 21, 1914-NOVEMBER 23, 1914." Dec. 6, 1914. 2 in. 15

Two carbon copies, one of which is incomplete, of the final report of the Administrator of Customs and Captain of the Port, to Maj. Gen. Frederick Funston.

LIGHTHOUSE INSPECTOR'S REPORTS. Nov. 1914. 1/4 in. 16

Copies of reports of the Lighthouse Inspector to the Administrator of Customs and Captain of the Port, covering (1) the operations of the Lighthouse Service during the U. S. occupation of Veracruz (submitted November 10, 1914), (2) the Port Lookout Service (submitted November 6, 1914), and (3) the Ulúa Weather Observatory (submitted November 6, 1914). The original copies of these reports appear to have been forwarded by the Administrator's endorsements to the Military Governor on November 12, 1914.

#### Records of the Office of the Customhouse Secretary

GENERAL CORRESPONDENCE FILES OF THE SECRETARY'S OFFICE (SECRETARIA).

Fiscal Year 1914. 4 in. 17

These files were maintained by the Customhouse Secretary (secretario), who, in accordance with the Mexican plan of organization, occupied a position corresponding to that of general manager of the customhouse. The Secretary's correspondence and papers are concerned with specific transactions with firms and individuals, with the collection of customs dues and the application of fines, and with matters of a general or supervisory nature. These files duplicate to some extent the correspondence of the Administrator of Customs and Captain of the Port (see entry 12). Until July 1, 1914, the Secretary under the American Administrator continued to add expedientes to the file that had been maintained by his Mexican predecessor, assigning the next available numbers to expedientes filed under particular letters of the alphabet, but on July 1, 1914, in accordance with Mexican practice, a new series was begun (see entry 19). It is presumed that the expedientes of this series that were not brought to the United States were all created prior to the American occupation of Veracruz (see entry 18). Many expedientes belonging to this series were found to have been incorporated in the correspondence files of the Administrator. For register of expedientes for the fiscal year 1914, see entry 18. For description of the correspondence files of the Secretaría for the fiscal year 1915, see entry 19. Arranged alphabetically by person, title (as Cónsul de España under C), or subject (as Acuerdos), each



expediente being contained in an individual folder, which is identified by the appropriate alphabetical symbol and a number, such as A-44 or B-17.

LIST OF SECRETARY'S OFFICE FILES, FISCAL YEAR 1914 (INVENTARIO DEL ARCHIVO DE LA SECRETARIA CORRESPONDIENTE AL AÑO FISCAL DE 1913 A 1914).  
n.d. 1 vol. 1 in. 18

A register of expedientes, showing title of each and abstracts of documents. This inventario appears to have been in use from the beginning of the fiscal year 1914. It lists, therefore, the expedientes created prior to the American occupation of Veracruz. Entries made in April and May 1914 by the Secretary under the American Customs Administrator correspond to the list of files described in entry 17. The inventario contains a number of references to the Secretary's Office files for the fiscal year 1915 (see entry 19). Entries are alphabetically and numerically arranged.

GENERAL CORRESPONDENCE FILES OF THE SECRETARY'S OFFICE (SECRETARIA).  
Fiscal Year 1915. 11 in. 19

The general character of these files is the same as that of the files described in entry 17, except that the 1915 fiscal year series is complete insofar as the continuity of numbering is concerned. Some expedientes belonging to this series were incorporated in the correspondence files of the Administrator (entry 12). For description of the correspondence files of the Secretaría for the fiscal year 1914, see entry 17. Arranged according to an alphabetic-numeric file scheme.

LIST OF SECRETARY'S OFFICE FILES. Fiscal Year 1915. n.d. 1 vol.  
1/2 in. 20

A register of expediente titles, covering all correspondence of the Secretaría from July 1, 1914, to the date of the evacuation of Veracruz. For similar volume corresponding to the fiscal year 1914, see entry 18. Entries are alphabetically and numerically arranged.

REGISTER OF LETTERS RECEIVED, SECRETARY'S OFFICE (LIBRETA PARA LA ENTRADA DE CORRESPONDENCIA--SECRETARIA). May 23-Nov. 3, 1914. 1 vol.  
1/2 in. 21

Register of incoming correspondence, showing names of correspondents and abstracts of communications, but with no indication of the disposition of items. The book is divided into two sections corresponding to the fiscal year 1914 and the fiscal year 1915. Entries are chronologically arranged.

REGISTER OF LETTERS SENT, SECRETARY'S OFFICE (LIBRETA PARA LA SALIDA DE CORRESPONDENCIA--SECRETARIA). May 23-Nov. 18, 1914. 1 vol.  
1/2 in. 22

A register of outgoing correspondence, showing names of correspondents and abstracts of communications. The entries are consecutively numbered from 1 to 137 and from 1 to 644, for the fiscal years 1914 and 1915, respectively, and the book is divided into two sections corresponding to those fiscal years. Entries are chronologically arranged.



"PETITIONS" DELIVERY BOOK. Oct. 1914. 1 vol. 1/2 in. 23

The one completed page of this volume shows receipts for petitions (ocursos) forwarded to various customs officials.

PERSONNEL RECORDS OF CUSTOMS SERVICE EMPLOYEES (PERSONAL DE EMPLEADOS).

Apr.-Nov. 1914. 1 ft. 24

This series appears to have been originally an integral part of the correspondence files of the Secretaría, classified under file P-4 of the 1915 fiscal year series (see entry 19). The important Customs Service officials are all represented in this series, but most of the individual files pertain to minor employees. These individual files contain copies of notifications of appointment (nombramiento), letters of recommendation, correspondence relative to character of work and manner of performance, charges against employees and records of hearings in certain cases, letters of resignation, and copies of letters of dismissal. File P-24 contains a register of customhouse employees, a record of promotions and demotions, and miscellaneous correspondence and memoranda relative to personnel matters. Arranged alphabetically and numerically, the first file under any particular letter of the alphabet being numbered 1, the next 2, and so on.

CUSTOMHOUSE PERSONNEL INDEX (INDICE ALFABETICO DEL PERSONAL DE ESTA ADUANA). 1914. 1 vol. 1/2 in. 25

A key to the personnel files described above. A note on the flyleaf indicates that it was opened on July 1, 1914, but the names of employees appointed by the American Administrator before that date are shown. Beginning on page 65 is a register of appointments and separations from October 21, 1914, and on page 92 is a table of salary schedules.

Records of the Office of the Contador (Cashier)

BONDS (FIANZAS) SECURING THE PAYMENT OF CUSTOMS DUTIES. Apr.-Nov. 1914. 4 in. 26

Each shows the name of the importer and exporter, the name of the vessel and the date of its arrival or departure, and a description of the merchandise in question. Each is signed by the guarantors (fiadores), the person or firm bonded (fiado), and two witnesses. Arranged chronologically.

CERTIFICATES (CERTIFICADOS) OF PAYMENT OF CUSTOMS DUTIES. May-Nov. 1914. 1 in. 27

Copies of requests for certification of payment of customs duties, the originals presumably having been returned to the petitioners. A joint certificate of the Administrator and the Contador, attesting to the accuracy of the statement of the petitioner, appears below each statement. Arranged chronologically.



REQUESTS (PEDIMENTOS) FOR CLEARING MERCHANDISE LACKING CONSULAR INVOICE.  
Apr.-Nov. 1914. 1/2 in. 28

To each of these pedimentos is attached a bond (fianza) guaranteeing the delivery of the required consular invoice by a specified date. This procedure was in conformity with the procedure outlined in Circular 374 of the Dirección General de Aduanas, July 8, 1913. Arranged chronologically.

CASH STATEMENTS (CORTES DE CAJA). Feb.-Sept. 1914. 1/4 in. 29  
Monthly statements on individual sheets of receipts and expenditures of customs funds, prepared in the Office of the Contador from data furnished by the Treasurer's Office. The cortes de caja for February and March 1914 were prepared prior to the American occupation of Veracruz. Arranged chronologically.

LEDGER BALANCE SHEETS (BALANCE DE COMPROBACION DE LAS CUENTAS DEL LIBRO MAYOR). July-Sept. 1914 1/4 in. 30  
These are monthly balances of the accounts carried in the main ledger kept by the Accounting Division of the Office of the Contador. Each sheet indicates, for each account, the amounts of debit and credit (debe, haber) and the balances indebted (deudor) and credited (acreedor). Also shown are the numbers of the pages on which the different accounts appear in the libro mayor, not brought to the United States. Arranged chronologically.

Records of the Office of the Treasurer (Fiscal Officer)  
of the Customhouse

CUSTOMHOUSE RECEIPT VOUCHERS (COMPROBANTES DE INGRESO). May-Nov. 1914. 11 ft. 31

These vouchers represent a detailed record of customhouse receipts during the American occupation of Veracruz. (For vouchers covering the receipt of Federal funds in the Treasurer's Office, see entries 33, 36, 38, and 40. With each voucher covering payment of import duties are bound all the documents pertaining thereto, as furnished the Customhouse Treasury by the Section of Manifests, the Comparing Section, the Section of Adjustments, and the Post Office Section. These pertinent documents may include pedimentos (requests of consignees for clearing merchandise), to which are attached bills of lading signed by the captain of the ship or the local agents; invoices certified by the Mexican consul at the shipping point (for requests for clearing merchandise lacking consular invoices, see entry 28); and relaciones giving the names of ships, dates of entry, markings, and numbers of packages and quantities contained. Because only a few articles had export duties imposed upon them (national woods, coffee, guayule products, hides, and a few other items), there are found among the receipt vouchers comparatively few vouchers covering the payment of export duties, but attached to most such vouchers are the pertinent papers furnished the Treasury by the Export Section. Although daily registers of the comprobantes de ingreso were kept in the Treasury,



neither these registers nor the detailed cash books were brought to the United States. There is, therefore, no means whereby vouchers covering particular receipts can be found except by an examination of all the receipt vouchers for a known period of time. The receipt vouchers are all so-called "originals," it having been customary, prior to the American occupation of Veracruz, to forward these "originals" to the central Administration of Customhouses at Mexico City. A duplicate set, prepared at the same time, was customarily retained at the Veracruz customhouse. Arranged numerically, 1-4073.

CUSTOMHOUSE EXPENDITURE VOUCHERS (COMPROBANTES DE EGRESO).

May-Nov. 1914. 2 ft.

32

These vouchers represent a detailed record of customhouse expenditures during the American occupation of Veracruz. (For vouchers covering the expenditure of Federal funds by the Customhouse Fiscal Officer, see entries 34, 37, 39, and 41.) Although daily registers of the comprobantes de egreso were kept in the Treasury, neither these registers nor the detailed cash books were brought to the United States. There is, therefore, no means whereby vouchers covering particular disbursements can be found except by examination of all the expenditure vouchers for a known period of time. Special or supplementary payrolls are included among these vouchers and are assigned voucher numbers, but the regular customhouse payrolls are not included, although each such payroll is represented in the series of expenditure vouchers by a sheet showing the total amount expended for payroll purposes. (For regular customhouse payrolls, see entry 42; for Lighthouse Service payrolls, see entry 43; and for special payroll for extraordinary services of the Resguardo Marítimo, see entry 44.) Arranged numerically, 1-888.

LIGHTHOUSE SERVICE FUND RECEIPT VOUCHERS. May-Nov. 1914. 1/4 in. 33

These vouchers cover the transfer of Federal funds from the Treasurer of the Military Government to the Customhouse Treasurer, for disbursement for the Lighthouse Service. (For vouchers covering such disbursements, see entry 34.) Arranged numerically, 1-10.

LIGHTHOUSE SERVICE FUND EXPENDITURE VOUCHERS. May-Nov. 1914. 1 in. 34

These vouchers represent the Customhouse Treasurer's disbursements of Federal funds for the Lighthouse Service. Lighthouse Service payrolls are not included in this series, but each such payroll is represented by a sheet showing the total amount expended for payroll purposes. (For Lighthouse Service payrolls, see entry 43.) Arranged numerically 1-114, with a few missing numbers.

LIGHTHOUSE SERVICE FUND CASH BOOK. May 12-Nov. 22, 1914. 1 vol. 1/2 in. 35

An itemized record of receipts and expenditures of Lighthouse Service funds in the Office of the Customhouse Treasurer. Although entries are not identified by voucher numbers, it is possible to find specific receipt vouchers (see entry 33) or expenditure vouchers (see entry 34) by using this book. Entries are chronologically arranged.



POST OFFICE FUND RECEIPT VOUCHERS. Aug.-Nov. 1914. 1/4 in. 36

These vouchers cover the transfer of Federal funds from the Treasurer of the Military Government to the Customhouse Treasurer for disbursement for the U. S. Postal Agency in Veracruz. (For vouchers covering such disbursements, see entry 37.) Arranged numerically, 1-9.

POST OFFICE FUND EXPENDITURE VOUCHERS. Aug.-Nov. 1914. 1/4 in. 37

These vouchers represent the Customhouse Treasurer's disbursement of Federal funds for the U. S. Postal Agency in Veracruz. Voucher 1 covers the salaries of Mexican employees for the period April-July 1914 and each of the other vouchers is a regular or supplemental U. S. Postal Agency payroll. Arranged numerically, 1-9.

QUARANTINE SERVICE FUND RECEIPT VOUCHERS. May-Nov. 1914. 1/8 in. 38

These vouchers cover the transfer of Federal funds from the Treasurer of the Military Government to the Customhouse Treasurer, for disbursement for the Quarantine Service. (For vouchers covering such disbursements, see entry 39.) Arranged numerically, 1-7.

QUARANTINE SERVICE FUND EXPENDITURE VOUCHERS. May-Nov. 1914. 1 in. 39

These represent the Customhouse Treasurer's disbursements of Federal funds for the Quarantine Service. Each bears the certificate of the Quarantine Officer. Included in these vouchers are the payrolls of Quarantine Service employees. Arranged numerically, 1-104.

PILOT'S HOUSE FUND RECEIPT VOUCHERS. May-June 1914. 1/8 in. 40

Two vouchers covering the transfer of Federal funds from the Treasurer of the Military Government to the Customhouse Treasurer for disbursement for the Pilot's House. (For vouchers covering such disbursements, see entry 41.)

PILOT'S HOUSE FUND EXPENDITURE VOUCHERS. May-June 1914. 1/8 in. 41

Two vouchers covering the Customhouse Treasurer's disbursements of Federal funds for the Pilot's House. Each bears the approval of the Administrator of Customs.

CUSTOMHOUSE PAYROLLS (NOMINA DE LO QUE CORRESPONDE POR SUELDOS AL PERSONAL DE ESTA ADUANA). May-Nov. 1914. 3 in. 42

Each payroll shows amounts paid employees for the three ten-day periods (primera decena, segunda decena, tercera decena) in the month. Employees' signatures constitute acknowledgment of receipt. On the final page of each roll appear the certificates of the Administrator of Customs and Captain of the Port, the Contador, the Fiscal Officer (Treasurer) of the Customhouse, and witnesses of the payments. Each is marked "Original." Arranged chronologically.



LIGHTHOUSE SERVICE PAYROLLS (NOMINA DE LOS SUELDOS DEL PERSONAL DE LA INSPECCION DE FAROS). May-Nov. 1914. 2 in. 43

The Fiscal Officer (Treasurer) of the Customhouse was responsible for the disbursement of funds for the Lighthouse Service, including payments for personal services. Each of these payrolls shows amounts paid employees of the Lighthouse Service for the three ten-day periods (primera decena, segunda decena, tercera decena) in the month. Employees' signatures constitute acknowledgment of receipt. On the final page of each appear the approval of the Officer in Charge of Civil Affairs and the certificates of the Inspector of Lighthouses, the Administrator of Customs and Captain of the Port, and the Fiscal Officer (Treasurer) of the Customhouse. Each is marked "Original." Arranged chronologically.

SPECIAL PAYROLL FOR EXTRAORDINARY SERVICES OF THE MARITIME GUARD.

May 1914. 1/8 in. 44

This "nomina de los empleados del Resguardo Marítimo de esta Aduana a quienes corresponden las indemnizaciones por descargas extraordinarias verificadas de conformidad con el artículo 93 de la ordenanza general de aduanas vigente, por el mes de Mayo de 1914" is a payroll of 6 pages certified by the Administrator of Customs and Captain of the Port, the Contador, and the Fiscal Officer (Treasurer) of the Customhouse. For regular payrolls covering the service of the Resguardo Marítimo, see entry 42.

Records of the Office of the Inspector of Lighthouses

GENERAL FILES OF THE INSPECTOR OF LIGHTHOUSES. Apr.-Nov. 1914.

5 in. 45

The Lighthouse Inspector's general files of correspondence and other papers are concerned with individual lighthouses or beacons, or with particular aspects of lighthouse administration. In the absence of a list of the file classifications it has not been possible to determine the degree of completeness of the files brought to the United States. The contents of dossiers include correspondence, memoranda, reports, copies of instructions and orders, and other papers of a miscellaneous character. Arranged in accordance with a subject-numeric file scheme.

INVENTORY OF LIGHTHOUSE OFFICE PROPERTY. Nov. 23, 1914. 1/2 in. 46

Shows items obtained since May 1, 1914 (alta de efectos . . . del 1/o de Mayo de 1914 á la fecha) and items expended (baja de efectos), with an indication of the value of each item. 2 copies of 26 p. each.

AUTHORIZATIONS FOR PAYMENT OF SALARIES TO FAMILIES OF EMPLOYEES. Apr.-

Nov. 1914. 1/2 in. 47

These are executed, stamped, and witnessed authorizations of certain employees of the Lighthouse Service for the payment of their salaries and allowances (sueños y asignaciones) to members of their families. Arranged chronologically.



## RECORDS OF THE FINANCE DEPARTMENT

### Records of the Office of the Chief of the Finance Department

MISCELLANEOUS CORRESPONDENCE AND REPORTS. May-Nov. 1914. 2 in. 48

Binder title: "Miscellaneous correspondence between offices of Military Governor, Provost Marshal General, and Finance Department. Also financial reports, estimates, etc. from Federal Stamp Office, State and Municipal Offices." The correspondence is mostly of an administrative character, relating to such matters as the allotment of funds to the various departments of the Military Government, the work of Finance Department employees and their salary schedules, commendations of officers serving in the Department of Finance, estimates of probable income, and budget data. Included also are monthly cash statements of the Municipal Treasury and the Federal Stamp Office. Arranged chronologically.

REPORTS OF RECEIPT, EXPENDITURE, AND ESTIMATES OF FUNDS.

May-Nov. 1914. 1 in. 49

Binder title: "Weekly reports, receipts, and expenditures of civil funds; also estimates of funds required to cover expenses Military Government." These are copies of weekly reports of funds received and expended by the Federal Stamp Office, the State Tax Office, and the Municipal Treasury, covering the period May 6-Nov. 14, 1914; copies of estimates of funds required by the offices of the Finance Department for June 1914; and copies of monthly estimates of funds required by all of the agencies of the Military Government except the Customs Service for the period July-Nov. 1914. Arranged chronologically.

CORRESPONDENCE AND ORDERS CONCERNING THE FEDERAL STAMP OFFICE, THE STATE TAX OFFICE, AND THE MUNICIPAL TREASURY. May-Sept. 1914. 1 in. 50

Binder title: "Official correspondence and orders referring to Federal Stamp Office. State and Municipal offices." The papers of this series are contained in one spring binder but are arranged by office behind cardboard partitions on which subtitles appear as follows: (1) "Official correspondence and orders relative to the Federal Stamp Office and the disposition of Federal Stamps, Federal funds, and accounts payable therefrom; buildings leased and occupied by the American Forces and other subjects pertaining to the Stamp Office" (the "other subjects" include functions and personnel of the Federal Stamp Office and the lithographing and printing of revenue stamps); (2) "Official correspondence referring to affairs of State Tax Office; loan of funds from that office to the City, and accounts payable out of State Funds" (included is a "Report of the operations of State Tax Office from May 3rd to July 21st, 1914"); and (3) "Official correspondence relative to the Municipal Tax Office and disposition of Municipal Funds and accounts payable therefrom" (included are documents pertaining to the 2 per cent importation tax set apart by the Mexican government for the benefit of the City of Veracruz, fire insurance on city property, reimbursement to the city of money spent on the Maritime [Federal] Zone, supply and consumption of flour, and



alterations and repairs to city buildings; also a 17-page estimate of receipts and disbursements of the Municipality of Veracruz for the year 1914).

APPEALS FROM DECISIONS OF, OR PENALTIES IMPOSED BY, THE FEDERAL STAMP OFFICE. May-Nov. 1914. 2 in.

51

Binder title: "Opinions, documents and decisions on cases of appeal from Federal Stamp Office to Finance Department." The papers relating to each case appealed from the Federal Stamp Office direct to the Chief of the Department of Finance comprise the petition of the claimant, the opinion of the legal adviser (H. A. Basham), and a copy of the order or decision of the Chief. The papers relating to appeals referred by the Military Governor consist of copies of the legal adviser's opinions and the recommendations of the Chief, Department of Finance. These documents do not constitute a complete record of any case, because the records, reports, evidence, and findings obtained from the Federal Stamp Office upon receipt of the appeal by the Chief, Finance Department, were returned to the Federal Stamp Office after decision on each case had been reached. For file of appeals arranged chronologically, see entry 65. These papers are arranged alphabetically by names of appellants or claimants.

LEGAL OPINIONS AND ABSTRACTS OF LAWS ON MISCELLANEOUS SUBJECTS.

July-Sept. 1914. 3/4 in.

52

A "File of miscellaneous papers containing copies of opinions [of the legal adviser, H. A. Basham, and others] and abstracts of laws referring to the establishment of courts, legal procedure [sic] in certain cases, assessment and collection of taxes from companies, hotels, and individuals who resisted or opposed payment, also sale of City lots and contracts therefor, etc." Included is an opinion of Basham urging the reinstatement of Courts of Final Instance in Veracruz. Arranged chronologically.

CORRESPONDENCE RELATIVE TO CLOSING OF FINANCE DEPARTMENT.

Sept.-Nov. 1914. 1/2 in.

53

These papers are concerned with the final auditing of the books of the three tax offices (Federal Stamp Office, State Tax Office, and Municipal Treasury), the closing of the Federal Stamp Office, transportation of American employees and others to the United States upon the evacuation of Veracruz, and the settlement of pending accounts, especially in connection with claims of the Compañía Mexicana de Petroleo "El Aguila," S. A. Arranged chronologically.

COMPILATION OF PRINCIPAL LAWS AND ORDINANCES OF THE CITY OF VERACRUZ.

June 1914. 1/4 in.

54

Prepared by H. A. Basham, legal adviser in the Department of Finance. The compilation consists of two "chapters," the first of which (12 p.) deals with the duties and obligations of city officials and the second of which (39 p.) is concerned with the laws and regulations governing municipal taxes. Included are a typewritten copy of the Dec. 15, 1905, amendment to the tax rate on articles introduced for public sale in the Plaza



del Mercado (3 p.) and a copy of Presupuesto de Ingresos y Egresos del Municipio de Veracruz para el año de 1914 (Veracruz, 1914), a translation of which is in the series described in entry 50.

COMPILATION OF PRINCIPAL TAX LAWS OF THE STATE OF VERACRUZ. May 1914.  
1/2 in.

A "brief compendium and translation of the principal laws governing State taxes, that is, covering the divisions of property from which the State receives the larger portion of its internal revenue," prepared by H. A. Basham, legal adviser in the Department of Finance. This compilation consists of two "chapters," the first of which (7 p.) is concerned with the organic law of interior administration and the second of which (80 p.) contains abstracts and translations "of the principal laws and regulations now in force applicable to the assessment and collection of State taxes of Veracruz." A "reference index" to each property classification is included. Additional documents contained in this binder are a statement covering "Fines Imposed against Delinquents and division thereof with party making denouncement of tax delinquent" (5 p.) and Basham's recommendations concerning the inauguration of a "System of Tax Inspection and Tax Regulation" (2 p.).

#### Records of the Federal Stamp Office

"GENERAL INSTRUCTIONS--LETTERS FROM MILITARY GOVERNOR." May-Oct. 1914.  
1/4 in.

In addition to copies of orders and memoranda received from the Office of the Military Governor, this file of loose papers contains correspondence with other departments of the Military Government as well as with a few nongovernment agencies, including the Compañía Mexicana de Petroleo "El Aguila" and the Compañía de Seguros Veracruzana, S. A. Arranged chronologically.

CORRESPONDENCE RELATIVE TO THE "SANITARY DEPARTMENT." July-Oct. 1914.  
1/4 in.

A "List of vouchers on which we asked for refund from U. S.," and correspondence with the Acting Director of Public Health relative to the sanitary condition of the building occupied by the Federal Stamp Office.

"REPORTS HELD FOR SECRETARIA DE HDA., MEXICO, D. F." June 1914.  
1/4 in.

A letter from the Chief of the Finance Department, June 6, 1914, referring to distribution sheets for fines collected; and a report of the Administrator of Stamps to the Chief of the Finance Department, June 3, 1914, transmitting the papers relating to fines collected in May 1914 (el legajo de expedientes de multas cobradas por esta Oficina en el mes de Mayo).



- PENDING DOCUMENTS FROM MEXICO CITY AND PUEBLA (DOCUMENTOS PENDIENTES DE MEXICO-PUEBLA). Apr.-May 1914. 1/8 in. 59  
 Communications from the Dirección General del Timbre, in Mexico City, and the Administración Principal del Timbre, in Puebla, relating to business of concern to the Federal Stamp Office in Veracruz.
- "REPORTS FROM ALVARDO R. R. CO.--LIGHT AND POWER CO." May-July 1914. 1/4 in. 60  
 Letters of the Tesorero of the Ferrocarriles de Veracruz transmitting sums covering the duty on freight and fares of this railroad (para cubrir el impuesto sobre flete y pasajes de este ferrocarril). Included in this folder is a copy of a decree of President Huerta amending the tariff laws, as reprinted from the Diario Oficial (Mexico City) of November 19, 1913, núm. 16.
- REPORTS OF ZALDO HERMANOS Y CIA. Apr.-Nov. 1914. 1/4 in. 61  
 Correspondence and reports concerning reimbursement of the 50 per cent of the 8 per cent duty for the spinning and weaving of cotton (Relación que para facilitar el reintegro del 50 por ciento del impuesto de 8 por ciento á los hilados y tejidos de algodón).
- "TOBACCO PAPERS." Oct. 1914. 1/4 in. 62  
 Two typewritten copies of a decree published in the Diario Oficial (Mexico City) on October 29, 1914, relating to changes in the values of tobacco stamps, with English translation.
- STATISTICS ON RECEIPTS AND EXPENSES OF FEDERAL STAMP OFFICE FOR THE PERIOD MAY-OCTOBER 1913. Oct. 1914. 1/4 in. 63  
 These statistics were assembled for the final report of the Chief, Department of Finance, in order to provide a comparison with receipts and expenses during the American administration.
- ESTIMATES OF STAMPS REQUIRED FOR FISCAL YEAR 1915. 1/8 in. 64  
 List and sheets of rough data.
- "OPINIONS OF LIC. BASHAM REGARDING FINES IMPOSED." June 22-Oct. 13, 1914. 1/2 in. 65  
 Opinions of the legal adviser of the Department of Finance, H. A. Basham, on cases of appeal from the Federal Stamp Office, stitched together. These are copies furnished the Federal Stamp Administrator for his information. For other documents on appeals from decisions of, or penalties imposed by, the Federal Stamp Office, see entry 51. Arranged chronologically.
- ESTIMATES OF FUNDS REQUIRED BY FEDERAL STAMP OFFICE. May-Nov. 1914. 1/4 in. 66  
 Copies of statements furnished the Chief of the Finance Department, together with work sheets and drafts.



REQUISITIONS FOR OFFICE SUPPLIES. May-Nov. 1914. 1/8 in. 67

Copies of requisitions on the Department of Purchase and Inspection of Supplies, including requests for the issuance of orders for publication of Federal Stamp Office notices in Veracruz newspapers.

"INVENTORY OF FURNITURE AND OTHER ARTICLES IN THE ADMINISTRATION DEL TIMBRE IN VERACRUZ." 1/4 in. 68

Probably as of the date of the taking over of the Federal Stamp Office by the American Administrator. In addition to property such as file cases, desks, chairs, and clocks, the inventory lists the records in some detail, as itemizations of special sales books, invoice books, and general registers. Included is an inventory of the stamps found in an iron box and in safes in Divisions B and C. A diagram showing the physical arrangement of the divisions of the Federal Stamp Office is attached.

MEXICAN OFFICIAL PUBLICATIONS OF CONCERN TO THE FEDERAL STAMP OFFICE. 1912. 1 in. 69

These are Ley y Reglamento de Impuesto de Timbre sobre el Petroleo Crudo de Producción Nacional (México, Tipografía de la Oficina Impresora de Estampillas, 1912) and Cuotas impuestas a las fincas plantadoras de caña para Elaboración de azucar, miel y aguardiente (Boletín de la Dirección General de Rentas del Gobierno del Estado de Morelos; Cuernavaca, July 1912).

CLASSIFICATION OF GENERAL ADMINISTRATION EXPENSES. 1914. 1/4 in. 70

These are typewritten Schedules E and F of classifications of general administrative expenses under the ledger control account. Schedule E pertains to expenses of administration of offices of the Military Government, and Schedule F to expenses in connection with the maintenance of Federal buildings.

LEDGER (LIBRO MAYOR PARA LA CONTABILIDAD DE LA ADMON. PRAL. DEL TIMBRE EN VERACRUZ). July-Nov. 1914. 1 vol. 1/2 in. 71

A record of Federal Stamp Office accounts with persons and subjects, showing debits and credits on facing pages. This ledger was opened at the beginning of the fiscal year 1915. For index of accounts covered by this ledger, see entry 72.

INDEX TO LEDGER (INDICE: LIBRO MAYOR). 1 vol. 1/2 in. 72

An alphabetical arrangement of the names of the accounts contained in the Federal Stamp Office ledger (see entry 71), showing page numbers.

JOURNAL (LIBRO DIARIO PARA LA CONTABILIDAD DE LA ADMON. PRAL. DEL TIMBRE EN VERACRUZ). July-Nov. 1914. 1 vol. 1/2 in. 73

A record of receipts and expenditures in the Federal Stamp Office. Opposite each item is shown a folio number referring to the appropriate page of the libro mayor (see entry 71). This book was opened at the beginning of the fiscal year 1915. Entries are chronologically arranged.



JOURNAL VOUCHERS. June 1914. 1/8 in. 74

These cover disbursements by the Treasurer of the Military Government and other officials that were entered on the accounts of the Federal Stamp Office. The journal or daybook in which these accounts were entered was not brought to the United States. Arranged chronologically.

RECORD OF JOURNAL ENTRIES. June-Oct. 1914. 1 in. 75

Papers in this series covering the month of June 1914 are labeled "typed and rough entries." The "journal entries" for the fiscal year 1915 (July-Oct. 1914) are typewritten copies of entries in the journal or daybook (see entry 73). Arranged chronologically and numerically.

CASHBOOK (LIBRO DE CAJA PARA LA CONTABILIDAD DE LA ADMINISTRACION PRINCIPAL DEL TIMBRE EN VERACRUZ). July-Nov. 1914. 1 vol. 1 in. 76

A record of all money received and paid out by the Federal Stamp Office for the period indicated. Items are chronologically arranged on facing pages for debits and credits.

TRIAL BALANCES (BALANZAS DE COMPROBACION). Apr. 1914. 1/8 in. 77

One of the two items in this folder covers the entire month and the other is as of Apr. 25, 1914. The ledger from which these trial balances were prepared was not brought to the United States. For other trial balances, see entry 83.

EXPENDITURE VOUCHERS (COMPROBANTES DE CAJA). May-Nov. 1914. 1 ft. 78

These constitute a record of all disbursements of the Federal Stamp Office during the period of the United States Military Government of Veracruz. References to specific expenditure vouchers are entered in the cashbook (see entry 76). As shown by these vouchers, disbursements were made by the Federal Stamp Office for personnel services, supplies and equipment, rents, and other expenses of the Department of Purchase and Inspection of Supplies, the Department of Public Health, the Department of Public Works, and the Federal Maritime Zone (see entry 70). For monthly abstracts of expenditure vouchers, see entry 83. The vouchers are numerically and chronologically arranged, with numbering beginning with "1" for each month.

DAILY CASH STATEMENTS. May 21-Nov. 18, 1914. 1 in. 79

Carbon copies of daily reports rendered probably to the Treasurer of the Military Government, itemizing receipts (sales, collections, and warrant funds), expenditures, and cash in the office. Drafts and work sheets for the preparation of these statements are included. Arranged chronologically.

WEEKLY CASH STATEMENTS. June 6-Nov. 14, 1914. 1/4 in. 80

Carbon copies of weekly reports rendered to the Office of the Military Governor, itemizing receipts and disbursements under "Statement of funds from business [of] Federal Stamp Office" and receipts and disbursements under "Statement of funds from warrants on Military Treasurer." Work sheets for the preparation of these statements are included. Arranged chronologically.



- MONTHLY REPORTS OF CIVIL AND WARRANT FUNDS. May-Oct. 1914. 1/4 in. 81  
Carbon copies of monthly statements rendered to the Office of the Military Governor, itemizing receipts, disbursements, and balance as of the last day of the month. Work sheets for the preparation of these reports are included. Arranged chronologically.
- MONTHLY STATEMENTS OF CASH TURNED OVER TO THE MILITARY GOVERNOR. May-Aug. 1914. 1/8 in. 82
- ACCOUNT CURRENT (CUENTA CORRIENTE). May-Nov. 1914. 4 in. 83  
A variety of completed forms stitched together for each month between paper covers labeled "Cuenta Corriente." These forms include: apportionment of fines collected (proyecto de distribución de las multas cobradas); statement of account current showing debits and credits; trial balance (balanza de comprobación) as of the last day of the month; itemized statement of receipts; abstract of cash expenditures; statement of funds delivered to the Treasurer of the Military Government (with Treasurer's receipts attached); report on civil and warrant funds with summaries of vouchers; and statement of cash receipts from stamp sales. Arranged chronologically.
- INVENTORIES OF STAMPS ON HAND IN RETAIL AGENCY (EXPENDIO PRINCIPAL). May-Sept. 1914. 1/2 in. 84  
These are itemized lists, prepared as of the last day of each month, of quantities and values of stamps of all classes and denominations on hand in the subordinate agency for the retail sale of stamps. Arranged chronologically.
- LIST OF STAMP SALES IN RETAIL AGENCY (EXPENDIO PRINCIPAL). Sept. 1914. 1/4 in. 85  
Shows quantities and values for all classes and denominations.
- MONTHLY STATEMENTS OF STAMPS RECEIVED, SOLD, AND ON HAND IN RETAIL AGENCY, WITH VALUES (ESTADO QUE MANIFIESTA LA ENTRADA, SALIDA Y EXISTENCIA DE EFECTOS Y CAUDALES). Apr.-Nov. 1914. 1/2 in. 86  
These statements itemize under débito and crédito the numbers of different denominations (\$100, \$50, \$10, \$5, \$1, 50 cts., 25 cts, 10 cts, 5 cts., 2 cts., 1 cvo.) and their total value for each of the several classes of stamps (such as Federal tax stamps, alcohol stamps, or tobacco stamps). The calculation of values (cuenta de caudales) on the reverse of the form recapitulates the débito and crédito items and shows a balance. The statement for April 1914, prepared by the Mexican Administrador, covers the period April, 1-27. In addition to the statement as of Nov. 21, 1914, the date of the closing of the Federal Stamp Office by the American Administrator, there is one as of Nov. 10. Arranged chronologically.



INVOICES (FACTURAS) FOR STAMPS DELIVERED TO RETAIL STAMP AGENCY.

May-Nov. 1914. 1/2 in.

87

Each factura shows the quantities of stamps for each class and denomination, and the receipt of the expendedor (retail agent). Arranged numerically, 1-20.

CUSTOMHOUSE STATEMENTS OF FEDERAL STAMP ACCOUNT. Aug.-Nov. 1914.

1/8 in.

88

Informal statements of the Fiscal Officer (Treasurer) of the Customhouse showing stamps on hand, stamps received from Federal Stamp Office, stamps sold and canceled, and balance on hand; also correspondence relative to Customhouse stamp account. Arranged chronologically.

INVENTORIES OF STAMPS ON HAND IN STOREROOM (ALMACEN). Apr.-July and Sept. 1914. 1/4 in.

89

These are itemized lists, prepared as of the last day of the months indicated, of quantities and values of stamps of all classes and denominations on hand. Inventories for April and May are represented only by rough drafts. Arranged chronologically.

MONTHLY STATEMENTS OF STOREROOM STAMP TRANSACTIONS (CORTE DE EFECTOS POR EL MOVIMIENTO QUE DE ELLOS HA HABIDO DURANTE EL MES EXPRESADO, EN EL ALMACEN DE ESTA OFICINA). Apr.-Nov. 1914. 1/2 in.

90

These statements show under débito and crédito the itemized numbers of stamps of different denominations and their total value for each of the several classes. The statement for April 1914 was prepared by the Mexican Administrador. Arranged chronologically.

ASSETS BOOK (LIBRO DE EFECTOS). July-Nov. 1914. 1 vol. 1 in.

91

A record of the receipt and distribution of stamps. Separate portions of this record are given over to stamps of the different classes. For each class there are itemized chronologically on facing pages (débito and crédito) the quantities and values of each denomination that were received or disbursed. Balances are shown as of the end of each month.

Records of the State Tax Office

MONTHLY STATEMENTS OF ACCOUNT CURRENT AND EXPENDITURE VOUCHERS.

May-Nov. 1914. 10 in.

92

The statements of account current represent a "full and correct account of all receipts and disbursements" in the State Tax Office. Receipts are itemized by tax classifications, which include commercial and industrial taxes, State tax on peddlers, tax on urban and improved property, slaughtering privilege, taxes on transfers of real estate, delinquent taxes, fines, and taxes on annuities, leases, etc.; and by other types of accounts, including commissions on the sale of Federal stamps, negotiable documents collected, and remittances from the Treasurer of the U. S. Military Government of Veracruz. Under debits are itemized the expenditures as shown by the vouchers attached to the statement. The



expenditure vouchers attached to each monthly statement are numerically arranged in accordance with the order of listing on the statement of account current.

### Records of the Municipal Treasury

RECEIPT AND EXPENDITURE VOUCHERS. May-Nov. 1914. 9 ft. 93

The receipt and expenditure vouchers of the Municipal Treasury were consecutively numbered in two series, but were finally placed in folders arranged numerically by account numbers, each month's accounts being filed in separate subseries. The receipt vouchers are therefore filed with the expenditure vouchers relating to the same account, but the quantity of the former is negligible in comparison with the latter. Most of the receipt vouchers cover the transfer of funds from other branches of the Military Government to the Municipal Treasury, as from the Federal Stamp Office. Included in the expenditure vouchers are many payrolls for services payable from municipal funds. Each folder contains a sheet abstracting the vouchers filed therein, with a few exceptions. For an alphabetical list of the names of all the accounts represented in this series, see appendix IV. These accounts are arranged in seven subseries corresponding to the months of May to November, inclusive, but an account is not necessarily represented in all subseries.

### RECORDS OF THE LEGAL DEPARTMENT

#### Records of the Office of the Chief of the Legal Department

CORRESPONDENCE AND PAPERS RELATING TO PERSONNEL, ALLOTMENT OF FUNDS, TRUST FUNDS, AND MISCELLANEOUS MATTERS. May-Nov. 1914. 1 in. 94

These papers comprise practically all of the "correspondence" of the Legal Department that was brought to the United States. Included are an envelope containing a few "trust fund receipts"; correspondence relative to a contract between the State of Veracruz and the Pulque Sales Company; a questionnaire (not filled in) on "Road Notes--Nautla, Veracruz, to Tezuitlán, Puebla"; and an envelope addressed to 1st Lt. Robert W. Adams, 7th Infantry (a member of the Board of Officers on Claims and an assistant to the Chief of the Legal Department), containing copies of numerous orders and circulars, reports on the administration of justice in Veracruz, and correspondence concerning efforts made to open the offices of the notaries public in Veracruz. Unarranged.

RECORD OF ADJUSTMENT OF CIVIL CLAIMS AND OF RENT CASES. May-Nov. 1914. 1 vol. 1 in. 95

In the absence of courts of civil jurisdiction the Legal Department conducted a "species of equitable or arbitral court" for the adjustment of civil cases, as well as a court for the settlement of claims for rent due. Pages 2-5 of this volume represent a record of 40 such civil cases. The nature of each case, the names of the claimant and the defendant, the action taken, and the name of the adjudicating officer of the Legal Department are indicated. On pages 60-91 appears a chronological record of the rent cases, showing for each case the name of the claimant, the name and address of the defendant, the amount of bond, the amount of



rent involved and the date due, and the action taken.

RENT AGREEMENTS AND RECEIPTS. 1909-14. 1/4 in. 96

These contratos de arrendamiento (dating from 1909) appear to have been produced or exhibited in connection with the settlement of cases involving the collection of rents. Also included are some lessors' receipts made out to tenants. Unarranged.

REQUESTS FOR ISSUANCE OF SUMMONSES. Aug.-Nov. 1914. 3/4 in. 97

Carbon copies of requests to the Chief of Police for issuance of summonses to appear at "La Comisión Militar" in connection with civil claims or rent cases. Also copies of requests for evictions. Arranged chronologically.

REPORTS OF PROCEEDINGS OF SUPERIOR PROVOST COURT. June-Aug. 1914. 1/4 in. 98

These reports indicate the nature of the offense, finding, and sentence in cases of proceedings against Amada Alvarado, Ygnacio Guevarra, and Santiago E. Niles. Correspondence relative to the last-named case is included.

DAILY REPORTS OF PROCEEDINGS OF PROVOST COURT NO. 1. May, July, and Sept. 1914. 1 in. 99

Each report shows names of defendants, offense, and disposition of case. These reports were furnished the Chief of the Legal Department by the Provost Marshal General's Office after copies had been sent to the Military Governor (see entry 11). Reports for June and August are unaccountably missing from this series, but the missing reports are included in the series described in entry 112. Filed herewith is a statistical table showing numbers tried for each offense in May. Arranged chronologically.

DAILY REPORTS OF PROCEEDINGS OF PROVOST COURT NO. 2. May 6-9, 1914. 1/4 in. 100

Each report shows names of defendants, offense, and disposition of case. Arranged chronologically.

DAILY REPORTS OF PROCEEDINGS OF PROVOST COURT NO. 4. May-Nov. 1914. 1/2 in. 101

Each report shows names of defendants, offense, and disposition or sentence. These reports were furnished the Chief of the Legal Department by the Provost Marshal General's Office after copies had been sent to the Military Governor (see the series described in entry 11). Reports for August 2-31 are unaccountably missing from this series. Arranged chronologically.

RECEIPTS FOR FINES COLLECTED BY PROVOST COURT NO. 4. June-Aug. 1914. 1/2 in. 102

These are carbon copies of receipts furnished the provost court judge for money turned in daily. Attached to each receipt is a list showing



names of defendants paying fines and amounts paid. Arranged chronologically.

RECEIPTS FOR PROVOST COURT FINES TURNED IN TO THE MUNICIPAL TREASURY.

May-Nov. 1914. 1 in.

103

Each receipt is signed by a clerk in the Office of the Municipal Treasurer. Attached to each is a list showing names of defendants and amounts paid. These receipts are consecutively numbered from 1 to 123 (a few are unnumbered), corresponding to the "Record of Fines" (see entry 104). Arranged chronologically.

RECORD OF FINES. May-Nov. 1914. 1 vol. 1 in.

104

Separate sections of this volume are concerned with "the Police Court," "Erickson's Provost Court" (that is, Provost Court No. 1), and "Kane's Provost Court" (that is, Provost Court No. 4). The record for each court shows names of defendants, dates, amounts of fines, and a "check when deposited." The order of names under each court is chronological, and throughout blocks of names are assigned numbers corresponding to the numbers of receipts for provost court fines turned in to the Municipal Treasury (entry 103).

LEGAL COMPILATIONS UTILIZED BY THE LEGAL DEPARTMENT. 3 vols.

6 in.

105

These are Manuel Dublán and José María Lozano, Legislación Mexicana: Colección completa de las disposiciones legislativas expedidas desde la independencia de la República (Mexico City, 1877-78), 8-9 vols. only; and Proyecto de código penal para la República Argentina redactado por la Comisión de Reformas Legislativas constuida por decreto del Poder Ejecutivo de fecha 19 de diciembre de 1904 (Buenos Aires, 1906).

Records of Provost Court No. 4

CORRESPONDENCE AND OTHER PAPERS OF THE JUDGE OF PROVOST COURT NO. 4.

May-Nov. 1914. 1/2 in.

106

This is an incomplete and fragmentary file of miscellaneous documents pertaining to the jurisdiction of the court, the cases before the court, the collection of fines, and the apprehension of criminals. The bulk of this file consists of penciled data on "pending cases."

RECORD OF PROCEEDINGS, PROVOST COURT NO. 4. May-Nov. 1914.

2 vols. 1 in.

107

This record is in two volumes, one of which covers the period May 4-June 30 and the other the period July 1-November 19. Information shown is as follows: name of defendant, nationality, age and where born, residence, occupation, offense, and action. The card index of defendants described below (see entry 108) may be used in finding the record relating to the defendants tried in June, July, and August. The information shown in the record of proceedings is partly the same as that shown by the dockets (see entry 109). Entries are made chronologically with a page or more given to the proceedings of one day.



INDEX OF DEFENDANTS, PROVOST COURT NO. 4. 4 in. 108

Approximately 300 cards, 3 1/2" x 5" (but with several entries on each card), showing the names of defendants appearing before Provost Court No. 4 in June, July, and August 1914. Entries consist of names, dates of trial, and, in a few instances, the offense with which charged. This index may be used in finding the record relating to any defendant tried by Provost Court No. 4 in June, July, or August in the record of proceedings described above. Arranged alphabetically.

DOCKETS, PROVOST COURT NO. 4. May-Nov. 1914. 2 in. 109

These "original dockets" show names of persons arrested and brought before Provost Court No. 4, reasons (motivas) for arrest, the name of the arresting officer (conductor), names of witnesses (testigos), and penalties imposed (castigos). The docket for one day may cover one or more sheets, and all the dockets covering each month are stitched together and marked "Relaciones." The information shown in these dockets is somewhat the same as that shown in the record of proceedings (see entry 107). Arranged chronologically.

INDEX OF PRISONERS TRIED IN AUGUST 1914 BY PROVOST COURT NO. 4.

1/4 in.

110

This is an alphabetical list of names showing offense with which charged and date of trial.

PHOTOGRAPHIC INDEX OF PRISONERS (INDICE FOTOGRAFICO--DISTRICT NO. 4--CORTE PREBOSTE). May-Aug. 1914. 1 vol. 2 in. 111

A volume containing front and profile views of each prisoner, together with an indication of the crime committed and the sentence received. The photographs are very clear. With this item compare the series described in entry 149. The photographs are arranged alphabetically.

DAILY REPORTS OF PROCEEDINGS OF PROVOST COURT NO. 1, AS FURNISHED PROVOST COURT NO. 4. May-Nov. 1914. 1 in. 112

This appears to be a file of copies of proceedings of the 1st Provost Court furnished the Judge of the 4th Provost Court for his information. Each report shows names of defendants, offense, and disposition of case. Reports for June and August, missing in the series described in entry 99, are included in this series. Chronologically arranged in a looseleaf binder, which contains also a few orders and memoranda directed to the Judge of Provost Court No. 4.

CHARGES, DOCUMENTS OFFERED IN EVIDENCE, AND MISCELLANEOUS MEMORANDA IN CASES TRIED BEFORE PROVOST COURT NO. 4. May-July 1914. 2 in. 113

These papers are informally contained in letter-size envelopes, each of which bears a date in order to permit chronological arrangement. There is thus a close relationship between this series and the record of proceedings (entry 107), the dockets (entry 109), and the index of defendants (entry 108). In addition to the dated envelopes, this series includes envelopes of papers marked "Evidence of Continued Cases" and "Citas"



(summonses) and other envelopes bearing the names of individual prisoners. Arranged chronologically.

## RECORDS OF THE PUBLIC SAFETY DEPARTMENT

### Records of the Office of the Chief of the Public Safety Department

"ADMINISTRATIVE" CORRESPONDENCE. May-Nov. 1914. 1 in. 114

This series contains documents of fundamental policy and general administration relating to such matters as prices of foodstuffs, municipal regulations, occupation of buildings, special police details, the keeping of accounts, and assignments of officers. For index, see entry 121. Arranged numerically, 1-102, with a few items not numbered. (Part of this series was originally arranged in accordance with the classification in the series described in entry 131.)

"ARMS" CORRESPONDENCE. May-Nov. 1914. 1/2 in. 115

Correspondence relative to searches for concealed arms; copies of permits to carry arms and requests therefor; reports of loss or theft of arms. For index, see entry 122. Arranged numerically, 1-34 (some missing), with a few items not numbered. (Part of this series was originally arranged in accordance with the classification in the index described in entry 131.)

"CLAIMS" CORRESPONDENCE. May-Nov. 1914. 1/2 in. 116

Minor claims of Veracruz citizens, such as for rent due, furniture removed or broken, or use of wagons and horses, with indications of action taken thereon. For index, see entry 123. Arranged numerically, 1-22. (Part of this series was originally arranged in accordance with the classification in the index described in entry 131.)

"DEPORTATION" CORRESPONDENCE. May-Nov. 1914. 1/2 in. 117

Orders to expel aliens, undesirables, etc., indicating reasons for deportation. For index, see entry 124. Numerically arranged, 1-55, with some items not numbered. (Part of this series was originally arranged in accordance with the classification in the index described in entry 131.)

"FINANCES" CORRESPONDENCE. May-Nov. 1914. 6 in. 118

Correspondence and receipted bills pertaining to expenses of the Public Safety Department, including such items as uniforms for police, stamps for payrolls, repairs to police wagons, food for prisoners, fuel, office supplies and utilities, and official notices published in local newspapers. For index, see entry 125. Arranged numerically, 2-81, with many items not numbered. (Part of this series was originally arranged in accordance with classification in the index described in entry 131.)

"IDENTIFICATION" CORRESPONDENCE. May-Nov. 1914. 3 in. 119

Descriptions of, and correspondence and other papers relating to, missing and deserted members of the U. S. armed forces, persons wanted



by the police, and others. This series appears to be incomplete, although most items bear classification numbers. For index, see entry 126. Most of this series was originally arranged in accordance with the classification in the index described in entry 131.

"POLICE" CORRESPONDENCE. May-Nov. 1914. 1 ft. 120

This series relates to most matters of concern to the police serving under the Public Safety Department, such as the issuance of passes, the collection of fines, license payments, horses for police use, the closing of saloons, the apprehension of criminals and the release of prisoners, the summoning of witnesses, investigation of complaints, collection of delinquent taxes, police raids, supervision over prostitutes, and the impoundment of stray animals. In some instances the same number is assigned to all papers concerned with a related police matter. For correspondence relative to activities of the police in connection with the confiscation of arms, see entry 115; with the deportation of aliens and undesirables, see entry 117; and with the apprehension of deserters and missing persons, see entry 119. For index, see entry 127. Arranged numerically, 1-1004, with additional items not numbered. (Part of this series was originally arranged in accordance with the classification in the index described in entry 131.)

INDEX TO "ADMINISTRATIVE" CORRESPONDENCE. 1/2 in. 121

About 30 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 114. Almost entirely a subject index.

INDEX TO "ARMS" CORRESPONDENCE. 1/2 in. 122

About 20 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 115. This index reflects subjects and names of persons.

INDEX TO "CLAIMS" CORRESPONDENCE. 1/2 in. 123

About 20 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 116. This is an index of the names of claimants.

INDEX TO "DEPORTATION" CORRESPONDENCE. 1/2 in. 124

About 25 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 117. This index shows names of persons ordered deported.

INDEX TO "FINANCES" CORRESPONDENCE. 1/2 in. 125

About 35 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 118. This index shows names of persons and commercial establishments and types of commodities purchased.



INDEX TO "IDENTIFICATION" CORRESPONDENCE. 1/2 in. 126

About 30 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 119. This is an index of names of persons missing, deserting, or wanted.

INDEX TO "POLICE" CORRESPONDENCE. 3 in. 127

About 200 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing the documents of entry 120. This is an index of persons and subjects.

INDEX TO "GAMBLING" CORRESPONDENCE. 1/4 in. 128

Five 3" x 5" cards indexing incoming communications on the subject of gambling. The correspondence series covered by this index was presumably not brought to the United States.

INDEX TO "SUMMONSES" (CITAS) CORRESPONDENCE. 3 in. 129

About 200 alphabetically arranged cards, 3" x 5" (several entries on most cards), showing names of persons summoned. The correspondence series covered by this index was presumably not brought to the United States.

INDEX TO "APPLICATIONS" CORRESPONDENCE. 2 in. 130

About 150 alphabetically arranged cards, 3" x 5" (several entries on most cards), indexing applications for permits to sell wares on the streets, to hold boxing matches or large-scale social affairs, to pass through the lines, or for other purposes. The correspondence series covered by this index was presumably not brought to the United States.

INDEX TO CORRESPONDENCE OF THE CHIEF, PUBLIC SAFETY DEPARTMENT.

1 vol. 1 in. 131

This volume lists letters received under the following headings: summonses (citas), claims, deportation of prisoners, descriptions and notes concerning persons who have disappeared, fire department, financial, gambling, health, miscellaneous, orphan asylum, organization of government, police matters, permits for stores, permits to carry arms, and requisitions. At the time this index was in use all of the correspondence described under entries 114 to 120, above, as well as that covered by the indexes described under entries 128 to 130, above, was filed in one numerically arranged series. (After numbers 1 to 100 had been utilized, numbers 1-A to 100-A were assigned, then 1-B to 100-B, and so on.) The keeping of this index was discontinued upon the establishment of the separate correspondence series, and thereafter the card indexes described in entries 121 to 130 were maintained.

ORDERS, CIRCULARS, AND REGULATIONS. May-Nov. 1914. 1/2 in. 132

These are copies of memoranda and orders of the Military Governor, of Headquarters U. S. Expeditionary Forces in Veracruz, of the Provost Marshal General, and of the Chief of the Department of Public Safety, relating to the policing of Veracruz and to other matters of concern to



the Public Safety Department. Included are avisos approved for publication in Veracruz newspapers. For other orders in the files of the Public Safety Department, see the series described in entry 114. Arranged chronologically.

PAPERS RELATIVE TO ALLOTMENT OF FUNDS FOR THE PUBLIC SAFETY DEPARTMENT.

May-Nov. 1914. 1/8 in.

133

Correspondence with the Provost Marshal General, the Chief of the Finance Department, and the Municipal Treasurer; and miscellaneous other papers. Unarranged.

PAPERS RELATIVE TO EVACUATION OF VERACRUZ. Nov. 1914. 1/4 in.

134

Correspondence concerning release of short-term prisoners upon evacuation and lists of and correspondence concerning persons desiring to leave Veracruz with the American forces. Unarranged.

PHOTOGRAPHIC VIEWS OF PUBLIC SAFETY DEPARTMENT OFFICES AND OTHER

MISCELLANEOUS PHOTOGRAPHS. 1 in.

135

There are 14 different photographs, some in more than one copy. These include views of the ayuntamiento, the first aid station, and the municipal jail; also views of provost courts and of the office of the Officer in Charge of Civil Affairs.

DAILY NARRATIVE REPORTS OF THE CHIEF OF POLICE. May 8-Nov. 22, 1914.

2 in.

136

These are reports of Pedro de Bolaños, Jefe de Policía, to the Chief of the Public Safety Department, narrating the events of the preceding day and night of concern to the Inspección de Policía. Arranged chronologically.

DAILY REPORTS OF THE CHIEF OF POLICE ON ASSIGNMENTS OF POLICEMEN.

Sept. 21-22 and Nov. 6-21, 1914. 1/4 in.

137

These statements of Chief of Police Pedro de Bolaños show shifts of policemen in the first and second "demarcations" of the city (manifiesta la Primera y Segunda Demarcación con los gendarmes en sus respectivas tandas). Included with these reports is a list of the "Miembros de la Gendamería Municipal." Arranged chronologically.

MONTHLY REPORTS OF THE CHIEF OF POLICE ON PRISONERS AND OFFENSES.

May-Nov. 1914. 1/8 in.

138

These consist of a compilation for the period May-Sept. 1914 and separate reports for the months of August, September, October and November. Each shows numbers of males and females arrested for each offense. Source data sheets are included. Arranged chronologically.

DAILY REPORTS OF THE CHIEF OF POLICE ON PRISONERS IN THE POLICE DEPARTMENT.

May-Nov. 1914. 2 in.

139

Each "Estado demonstrativo numérico de la existencia de detenidos en el Departamento de Policía desde las 6. p.m. de ayer, a las 6. p.m. de hoy" shows numbers of persons incarcerated or released and the cause or



authority. Attached to the formal reports are statements of daily expenditures for feeding prisoners in the jail (Relación de los gastos para la alimentación el día de hoy, para los presos de esta Cárcel) and (in some instances) of the daily cost of provisions for feeding the soldiers quartered in the jail (Relación de los víveres para la alimentación el día de hoy, para los Soldados hospedados en esta Cárcel). Arranged chronologically.

MONTHLY REPORTS OF THE CHIEF OF POLICE ON ANIMALS IMPOUNDED IN THE MUNICIPAL STABLE (ESTADO QUE MANIFIESTA EL NUMERO DE ANIMALES ENTRADOS Y SALIDOS EN ESTE ESTABLO). Aug.-Nov. 1914. 1/8 in. 140  
Arranged chronologically.

MONTHLY REPORTS OF THE CHIEF OF POLICE ON HORSES IN THE MUNICIPAL STABLE (RELACION DE LOS CABALLOS EXISTENTES EN EL ESTABLO MUNICIPAL. . . .). Sept.-Nov. 1914. 1/4 in. 141  
Included in this file is a report (June 4) itemizing the riding equipment found in the Municipal Carriage House (los útiles de caballería que se encontraban en la Cochera Municipal). Arranged chronologically.

MONTHLY REPORTS OF THE CHIEF OF POLICE ON CASES TREATED IN THE FIRST AID STATION (LA CASA DE "SOCORROS"). Aug.-Nov. 1914. 1/4 in. 142  
Arranged chronologically.

REPORTS OF THE CHIEF OF POLICE ON FINES IMPOSED ON POLICEMEN FOR NEGLIGENCE IN DUTY (RELACION QUE MANIFIESTA LAS MULTAS IMPUESTAS A LOS GENDARMES . . . POR FALTISTAS AL SERVICIO). July 1914. 1/8 in. 143  
Arranged chronologically.

POLICE DEPARTMENT INVENTORIES. Nov. 19, 1914. 1/8 in. 144  
Inventories of furniture, equipment, and supplies in the offices and agencies under the supervision of the Chief of Police. Each is signed by Pedro G. Bolaños, Jefe de Policía.

RECEIPTS FOR PAYMENT OF BAIL (FIANZA). Aug. 23-Nov. 19, 1914. 1 vol. 1/2 in. 145  
Stubs of receipts numbered 1 to 182, showing payment of sums to the Department of Public Safety as guarantees of appearances of defendants in court. Arranged numerically and chronologically.

RECORD OF DEPORTATIONS. May-Oct. 1914. 1 vol. 1/2 in. 146  
Shows names, sentences (when begin and end), when to be deported, and date of deportation. With this item compare the series described in entry 117. This record is chronological.



Records of the Office of the Chief of Police

DAILY RECORD OF ARRESTS AND PENALTIES. Sept. 9-Nov. 21, 1914.

1/4 in.

147

A docket showing for each day the names of persons arrested (nombre de los detenidos), offenses committed (faltas cometidas), names of arresting officers (conductores), and penalties imposed (penas impuestas). With this record compare the series described in entries 107 and 109. This record is chronological.

REPORTS ON TRAIN AND STEAMER MOVEMENTS. May-Nov. 1914.

1 in.

148

These are reports of police agents to the Chief of Police, showing dates and hours of arrival and departure of all trains and steamers. Arranged chronologically.

PHOTOGRAPHS OF PRISONERS. May-Sept. 1914. 1 vol. 1 in.

149

Front and profile views of prisoners committed to the municipal jail, with an indication of the crime committed, the sentence, and personal characteristics. With these photographs compare those described in entry 111. Arranged in the volume in chronological order by date of commitment, except that there are separate sections for men and women prisoners.

ORDERS FOR RELEASE OF PRISONERS. May-Nov. 1914. 2 vols. 1 in.

150

Stubs of orders of the Chief of Police, numbered 1 to 661, each of which shows the remark "Queda en libertad" followed by the name of the prisoner, reason for release (as "orden superior," "multa pagada," etc.), and the date. Arranged chronologically and numerically.

INVENTORY OF EQUIPMENT AND SUPPLIES AT THE MUNICIPAL JAIL (INVENTARIO DE LOS UTILES Y ENCERES QUE EXISTEN EN ESTA CARCEL CORRECCIONAL . . .).

Oct. 1, 1914. 1/4 in.

151

Presumably prepared at the time of appointment of a new jailer.

LIST OF PRISONERS IN THE MUNICIPAL JAIL (LISTA GENERAL DE LOS PRESOS EXISTENTES . . . EN ESTA CARCEL). Oct. 1, 1914. 1/4 in.

152

Shows names, crimes, dates of entering, and length of sentences. Presumably prepared at the time of appointment of new jailer.

ADDRESS BOOK. 1 vol. 1/2 in.

153

A book opened in the Office of the Chief of Police on Jan. 1, 1914 (that is, before the American occupation of Veracruz). An alphabetical arrangement of names, with street addresses.

BONDS (FIANZAS) OF VERACRUZ POLICEMEN. 1912. 1/2 in.

154

About 50 bonds, executed two years prior to the establishment of the United States Military Government of Veracruz. Arranged alphabetically.



## APPENDIX I

### SUBJECTS OF THE CORRESPONDENCE OF THE OFFICER IN CHARGE OF CIVIL AFFAIRS (Entry 1)

There follows an alphabetical arrangement with file numbers of the more important matters dealt with in the general correspondence of the Officer in Charge of Civil Affairs. This list is intended merely to suggest the general nature of the correspondence rather than to afford a complete index of its contents.

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### LIST OF CLAIMS INVESTIGATED BY THE BOARD OF OFFICERS ON CLAIMS (Entry 2)

The 31 claims are numbered consecutively and are here arranged by claim number. These reports were originally a part of the correspondence of the Officer in Charge of Civil Affairs (entry 1) and each bears an OMG file number as shown in the detailed list below.

<u>Claim Number</u>	<u>OMG File Number</u>	<u>Claimant and Nature of Claim</u>
1	92	AGUSTIN DIAZ, for damage done to his furniture by American forces in Veracruz on May 22, 1914.
2	55	MANUEL HERNANDEZ, for recovery of money taken from him by American soldiers on Apr. 23, 1914.
3	93	JOSEFINA I. de EHLERS, for loss of camera and lens, valued at \$350, Mexican currency.
4	97	SIMON PEREZ, for property damaged by American troops.
5	91	P. ARECHAVALITA, for 29 pigs stolen, valued at \$1200, Mexican currency.
6	67-A	LUIS P. GUZMAN, for 182 maps of the city of Veracruz, taken by American forces on Apr. 22, 1914.
7	133	ANGEL SANTIBANEZ, for cart damaged by American forces on Apr. 22, 1914.
8	102	JOHN B. McMANUS, for gold coin confiscated by Mexican customs officials.
9	84-A-2	THE CASINO VERACRUSIANO, for loss of property destroyed during the occupation of the casino by American forces during April and May, 1914.
10	138	ROBERT BISCHOFF, for destruction of awning by U. S. Marine Corps auto-truck on May 14, 1914.
11	166	MARIANO DE NICOLAS, for damage of awning by U. S. Marine Corps auto-truck on May 15, 1914.
12	121	RAFAEL F. VICTORIA, for handcart appropriated by sailors on Apr. 21, 1914.
13	155-B	ELENTERIO GALGUERA, for mule and saddle delivered to American forces on Apr. 25, 1914.
14	76	RICHARD MOLINARI, for clothing taken from his house between Apr. 22 and 26, 1914.
15		[MARIO DIAZ, for lumber used by American troops.] Missing. Subject of this claim has been ascertained from the index to the correspondence of the Officer in Charge of Civil Affairs (entry 4). The "Record of Cases" (entry 3) indicates that the report of findings in this case was forwarded Sept. 24, 1914.



<u>Claim Number</u>	<u>OMG File Number</u>	<u>Claimant and Nature of Claim</u>
16	113-A	PHILIP M. WALKER, for appropriation by American forces of cart valued at \$150, Mexican currency.
17	39-A	THOMAS JARQUIN, for house, lumber, and iron sheets destroyed or taken away by American forces between Apr. 22 and 28, 1914.
18	204	RICARDO C. MEJIA DE LEON, for damage to carts by American forces between May 1 and June 8, 1914.
19	304	CRISTINA DIAZ MINON DE KLUNNDER, for damage to house on Apr. 23, 1914, by American sailors or marines.
20	229	ANDRES GOMEZ Y OBREGAN, for firearms turned in to the Provost Marshal General, which arms disappeared from the place where they were stored sometime before May 18, 1914.
21	364	SOLEDAD OROPESA and MARIA MARABOTO, for damage to house from American shellfire on Apr. 22, 1914.
22	230-A	LORENZO DE J. MONDRAGON, for loss of parts and damages to automobile used by American forces during May and June 1914.
23	360	AURELIO LECHUGA, for damages by American troops to the Variedades Theater.
24		[H. GEOFFREY FLETCHER, for automobile used by Department of Public Works.] Missing. Subject of this claim has been ascertained from the index to the correspondence of the Officer in Charge of Civil Affairs (entry 4). The "Record of Cases" (entry 3) indicates that the report of findings in this case was returned to the Military Governor on Sept. 7, 1914, with "no action."
25	454	R. SIERRA Y HNO. SUCS., for whisky and sausage taken from a storeroom of the Veracruz Terminal Company during the period (Apr. 21-May 10, 1914) when American forces occupied that room.
26	220	PEDRO GONZALES VALDES, for death of a horse rented to U. S. forces in May 1914.
27	489	COMPANIA TELEFONICA Y TELEGRAFICA MEXICANA, for building destroyed by American forces on Apr. 24, 1914.
28	457-A	PRISCA SOTO, for horse rented to Marine Corps, the horse having died on Aug. 10, 1914.



<u>Claim Number</u>	<u>OMG File Number</u>	<u>Claimant and Nature of Claim</u>
29	502	COMPANIA TERMINAL DE VERACRUZ, for loss of parcels in building occupied by U. S. naval forces between Apr. 21 and 24, 1914.
30	531	HESIQUEIA JARA DE GONZALEZ, for damage to house and furniture by U. S. Marines.
31		[G. ABAUNZA, for furniture damaged by American troops.] Missing. Subject of this claim has been ascertained from the index to the correspondence of the Officer in Charge of Civil Affairs (entry 4). The "Record of Cases" (entry 3) indicates that this claim was "acted on by Naval B[oard]."



### APPENDIX III

#### SUBJECTS OF THE CORRESPONDENCE OF THE ADMINISTRATOR OF CUSTOMS AND CAPTAIN OF THE PORT (Entry 12)

There follows an alphabetical arrangement with file numbers of the important subjects of the correspondence of the Administrator of Customs and Captain of the Port. This list is not intended to index all of the documents in this series but merely to suggest their general character.

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For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.





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PRELIMINARY

INVENTORIES

Number 139

RECORDS OF THE SUPREME COURT  
OF THE UNITED STATES

Compiled by Marion M. Johnson

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UNIVERSITY OF ILLINOIS

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS OF THE  
SUPREME COURT OF THE UNITED STATES

(Record Group 267)

Compiled by Marion M. Johnson



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National Archives and Records Service  
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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

The Supreme Court of the United States, provided for in article III, section 1, of the Constitution, was established by authority of the Judiciary Act of September 24, 1789 (1 Stat. 73). The Court's jurisdiction extends to all cases in law and equity arising under the Constitution, the laws of the United States, and treaties made under their authority; to all cases affecting ambassadors, other public ministers, and consuls; to all cases of admiralty and maritime law; to controversies in which the United States is a party; and to controversies between two or more States, between a State and citizens of another State, between citizens of different States, between citizens of the same State claiming lands under grants of different States, and between a State or its citizens and foreign States, citizens or subjects. In all cases affecting ambassadors, ministers, and consuls, and those in which a State is a party, the Supreme Court has original jurisdiction. Its appellate jurisdiction is defined in various statutes; but as the circuit courts of appeals are competent to give final decisions in the majority of cases, the Supreme Court usually hears only those cases that involve the construction or the constitutionality of legislative enactments or other issues of general importance.

Membership of the Supreme Court, as specified by the establishing act, consisted of a Chief Justice and five Associate Justices. In 1837 Congress increased the number of Associate Justices to eight and in 1863 to nine. In order to prevent appointments by President Andrew Johnson, Congress in 1866 provided that no new Associate Justices were to be appointed to fill vacancies until their number had been reduced to seven. Before the reduction had been entirely accomplished, Johnson left office, and the number of Associate Justices was fixed at the present number of eight by a law passed in 1869.

The date set for the Court's convening has also changed frequently. The act that established the Court provided that two annual sessions were to be held, one to begin on the first Monday in February and the other on the first Monday in August. In 1801 an act provided that the Court should meet on the first Monday in June and December of each year. In the following year this legislation was repealed and the times for convening were restored as set forth in the act of 1789. Later in 1802 an act abolished the August term except for the receipt of motions and other routine business. As a result of these changes there was no session of the Court from December 1801 to February 1803. By an act effective in 1827 the annual term was set to begin on the second Monday in January; and effective in 1845, the day was changed to the first Monday in December. Again in 1873 the day was changed to the second Monday in October and in 1916 to the first Monday in October, which remains as the day for convening the annual term. The Court may also hold special terms when necessary for the dispatch of its business.



Until 1869, except for a brief interval in 1801-2, members of the Supreme Court served also as members of the Federal circuit courts, of which the district judges were also members (1 Stat. 73; 2 Stat. 89, 132, 156). On April 10, 1869, Congress provided for the appointment of a circuit judge in each circuit who was to have all the powers of the circuit justice, as a member of the Supreme Court serving on circuit has always been called (16 Stat. 44). The act provided that it was to be the duty of each member of the Supreme Court to attend at least one term of the circuit court in each district of his circuit at least once every 2 years. The act of March 3, 1891 (26 Stat. 826), which established the present circuit courts of appeals, provided merely that members of the Supreme Court should be competent to sit as members of the circuit courts of appeals within their respective circuits.

The records described in this inventory consist of minutes, dockets, case files, and related records of the Supreme Court of the United States, as well as case files and miscellaneous papers of the Court of Appeals in Cases of Capture. They belong to Record Group 267, Records of the Supreme Court of the United States, and amount to about 1,800 cubic feet. Most of the records relate to the period before the end of the October Term, 1909, on May 31, 1910, but there are a few discrete items dated as late as 1940. They include all records of the Court except a set of transcripts of record and briefs and certain confidential locked dockets of former members of the Court; the Court has retained some of these dockets and destroyed others.

Because many of these records had been damaged by fire and water, the National Archives has undertaken to rehabilitate them. (Five fires in the Clerk's Office of the Court are reported in contemporaneous accounts, of which the last and most destructive occurred in 1898.)

The following record groups in the National Archives contain records relating to those described in this inventory: Record Group 21, Records of District Courts of the United States; Record Group 60, General Records of the Department of Justice; Record Group 118, Records of United States Attorneys and Marshals; Record Group 204, Records of the Office of the Pardon Attorney; and Record Group 206, Records of the Solicitor of the Treasury.

Positive prints of microfilm publications of the following records listed in this inventory are available for purchase: Revolutionary War Prize Cases, 1776-87 (Microcopy 162); Minutes, 1790-1950 (Microcopy 215); Dockets, 1791-1950 (Microcopy 216); and Attorney Rolls, 1790-1951 (Microcopy 217).



# RECORDS OF THE SUPREME COURT OF THE UNITED STATES

## RECORDS OF THE COURT OF APPEALS IN CASES OF CAPTURE

During the American Revolution the Continental Congress provided for the hearing of appeals from courts in the Thirteen Colonies in cases of ships captured and libeled as prizes. From 1776 to 1780 these appeals were heard by committees of the Congress. On January 15, 1780, however, the Congress established a Court of Appeals consisting of three judges to hear such cases. To this court were transferred the appeals then pending and the records accumulated by the Congress relating to appeals.

By the end of 1784 the court had acted on all cases before it, and the Congress in 1785 suspended the payment of salaries to its judges. The court, however, was summoned to reconvene the next year to hear additional cases then pending. Its last session was held on May 16, 1787. The records of the court were placed in the custody of the Supreme Court of the United States by an act of Congress approved May 8, 1792 (1 Stat. 279).

REVOLUTIONARY WAR PRIZE CASE FILES. 1776-86. 6 ft.

1

Petitions and memorials to the Congress; copies of resolves of the Congress relating to prize cases; attested copies of proceedings in the lower courts; libels; exhibits; notices of hearings; monitions; depositions; interrogatories; affidavits; briefs; bonds; notices of appeals; petitions for rehearings; statements of court costs and fees charged by the register of the court; decrees; sentences; opinions; copies of State, colonial, and royal statutes and proclamations; and various types of documents found on board prize vessels, such as certificates of registry or enrollment, licenses, crew lists, shipping articles, clearance papers, charter parties, repair bills, bills of lading, invoices, manifests, log-books, account books, journals, instruments of agreement, consort agreements, letters of marque and reprisal, correspondence belonging to ship's officers, crews, and passengers, and packets of private mail in transit. The case files that are not reported in 2 Dallas 1-42 are arranged numerically by case number; those reported by Dallas are arranged in the order in which he reported them.

MISCELLANEOUS CASE PAPERS. 1772-84. 21 items. 1 in.

2

Correspondence, pleadings, privateers' commissions, and other papers pertaining to cases referred to the court but which apparently were not heard or tried. The files of papers for each case are arranged chronologically by date of the first document in each case, and the papers in each file are arranged chronologically by date of document.

MISCELLANEOUS COURT RECORDS. 1777-89. 30 items. 1 in.

3

Copies of minutes of the court and of minutes, resolutions, and a committee report of the Continental Congress; lists of cases pending in the court; correspondence; and other papers relating to the conduct of the court's business. Arranged chronologically by date of document.



# RECORDS OF THE SUPREME COURT OF THE UNITED STATES

## General Records

ENGROSSED MINUTES. Feb. 1, 1790-May 31, 1910. 77 vols. 19 ft. 4

A record of the proceedings of the Supreme Court, showing dates of sessions, names of members and officials of the Court who were present, the swearing in of new members and officials, the admission of attorneys to the bar of the Court, the adoption of rules, the argument of cases by counsel, the submission of cases to the Court, orders and decrees of the Court in individual cases, memorial proceedings for deceased justices and other prominent men, and other activities of the Court. Entries in the minutes are chronological by date of session. For related dockets, index, case files, and opinions see entries 7-10, 15-17, 20, and 21.

ROUGH MINUTES. Feb. 1, 1790-May 26, 1894. 70 vols. 10 ft. 5

A draft of the minutes of the Court. The rough minutes for the period before 1828 consist of separate booklets for the various terms of court, which have been bound together to form two volumes. They do not contain all the information found in the smooth minutes for this period. The volume of rough minutes for 1850 was destroyed by fire in 1852. Entries are chronological by date of session.

JOURNALS. Oct. 13, 1890-May 31, 1910. 20 vols. 2 ft. 6

Printed proceedings bound into volumes for each term of court, containing the minutes of the Court for each session, the date of the next session, and a list of cases to be heard at the next session, identified by case number. Arranged chronologically by date of session.

ENGROSSED DOCKETS. Feb. Term 1791-May 31, 1910. 44 vols. 8 ft. 7

A record of papers filed and proceedings held in cases before the Supreme Court. Entries for each case show the title of the case, the lower court from which appellate cases arose, a chronological listing of the documents filed and proceedings held in the case, and usually the names of attorneys appearing for the parties. There are entries for appellate cases, 1792-1910, and original jurisdiction cases, 1791-1801 and 1905-1910, in these volumes. Beginning with the 1905 term of court, there is a volume for each term. The entries for all cases before the Court during a term are copied in the volume for the term. The entries for unfinished cases are recopied in the volume for the next term. Appellate cases in the volume for each term, but not original jurisdiction cases, are indexed at the front of the volume.

Among the cases recorded are those that established the implied powers of the Federal Government and the power of the Court to pass on the constitutionality of acts of Congress and of the State Legislatures; prize and admiralty cases; cases involving questions concerning the neutrality of the United States in wars between foreign nations; and cases involving the contract clause of the Constitution, interstate and foreign commerce, the slave trade and the status of slavery, the powers



of the Federal Government during the Civil War and foreign wars, civil rights, labor disputes, immigration, regulation of business and industry, and Federal and State police power.

Appellate cases in these dockets are entered numerically by appellate file number; unnumbered original jurisdiction case entries, 1791-1801, are chronological by date of the filing of the first document in the case and are mixed with the appellate case entries. For related minutes, index, case files, and opinions see entries 4, 9, 10, 15-17, 20, and 21.

ROUGH DOCKETS. 1803, 1806-8, 1810-1904. 79 vols. 12 ft. 8

These volumes list for each term of court the docket entries for cases before the Court during the term. Entries for each case show the title of the case, the lower court from which appellate cases arose, a chronological listing of the documents filed and proceedings held in the case, and usually the names of attorneys appearing for the parties. Entries for unfinished cases reappear in the docket for the next term. Included are entries for original jurisdiction cases, 1803 (with a few entries for cases filed before that year) and 1828-1904, and appellate cases, 1803, 1806-8 and 1810-1904. There is a separate volume for each term of court from 1828 to 1904, and appellate cases, but not original jurisdiction cases, are indexed at the front of each volume. Case entries are numerical by the term number given the case for each term that it is on the docket. For related minutes, index, case files, and opinions see entries 4, 9, 10, 15-17, 20, and 21.

OPINIONS AND OTHER COURT PAPERS ("OPINIONS OF JUSTICES, 1832 TERM, AND OPINIONS AND OTHER CASE PAPERS OF CHIEF JUSTICE MARSHALL, 1834 AND 1835 TERMS"). 1832-35, 1838. 1 vol. 1 in. 9

Chiefly manuscript opinions delivered by Chief Justice John Marshall and Justices Joseph Story, Smith Thompson, and John McLean at the 1832 term of court and by Marshall at the 1834 and 1835 terms. The opinions are in both appellate and original jurisdictions. There are also orders by the Court in certain cases, notes on cases by Justice Henry Baldwin, and a few letters, including two by Chief Justice Marshall dated March 23, 1832, and May 4, 1833. The first of these two, addressed to Richard Peters, Reporter of the Court, relates to revisions Marshall wanted made in his famous opinion in Worcester v. Georgia (6 Peters 515), which follows the letter in the volume. It is the opinion of which President Andrew Jackson is reported to have said, "John Marshall has made his decision. Now let him enforce it." The second of the two letters is an enclosure to a letter from Richard Peters to Richard Randolph, dated May 21, 1838, and refers to the nullification controversy in relation to elections in Virginia. Arranged chronologically by date of document. For other notes by Justice Henry Baldwin see entry 40. For related minutes, dockets, index, case files, and opinions see entries 4, 7, 8, 15-17, 20, and 21.

ENGROSSED OPINIONS. 1835-1910. 166 vols. 55 ft. 10

Consist of fair copies of opinions made by clerks, 1835-56, and then printed copies interspersed with fair copies until the series becomes a



file of printed copies alone. Each volume is indexed by name of first party to the case. The opinions are arranged by term of court. For related minutes, dockets, index, case files, and opinions see entries 4, 7-9, 15-17, 20, and 21.

"INDEX OF RECORDS AND PAPERS IN SUPREME COURT U. S. 20TH JAN'Y 1827."

1827. 1 vol. 1/2 in. 11

A list of the appellate and original case files and other records in the Clerk's Office when William Thomas Carroll took office as Clerk of the Court in 1827. The case titles are listed alphabetically and thereunder in chronological order by year in which the case was docketed, and the name of the State from which the case arose and the year the case was decided are also given. Other records besides case files are listed by type of document, such as "Attorneys admitted, 2 rolls of" and "Citations, parcel of."

MEMORANDA OF PENDING CASES. 1796-98, 1808, 1816-17. 8 items.

1/2 in. 12

Lists of appellate and original jurisdiction cases pending in the Court, with occasional notes concerning actions taken by the Court in the cases. Entries are chronological by term of court.

PAPERS RELATING TO MORE THAN ONE CASE. 1858, 1866-68, 1872, 1875, 1881, 1889-90. 14 items. 1/2 in. 13

Chiefly orders of the Court in appellate and original jurisdiction cases granting or denying motions to rehear or dismiss cases, assigning cases for argument, or continuing cases. Arranged chronologically by date of filing.

PAPERS AND EXHIBITS RELATING TO UNIDENTIFIED CASES. 1788-1912, with numerous gaps. 5 in. 14

Depositions, notes, maps, copies of resolutions and acts of Congress, letters, and other papers in cases for which no case title is available. Arranged chronologically by date of document.

Appellate Jurisdiction Records

CARD INDEX TO CASE FILES. 1792-1909. 100 ft. 15

An index on 3" x 5" cards showing case title, file number for case, date case was filed, and date it was decided. Arranged alphabetically by names of parties to cases, but not all parties are included in cases having more than one plaintiff or defendant. For related minutes, dockets, and opinions see entries 4, 7-10, and 21.

CASE FILES. 1792-1910. 2,300 ft. 16

Petitions for writs of error or certiorari to lower courts, writs of error or certiorari, transcripts of record from lower courts and amendments or supplements to them, exhibits, citations to appellees to appear in the Supreme Court, appeal bonds, assignments of error, agreements of counsel, briefs, depositions ordered to be taken by the Supreme



Court as additional evidence, motions, orders, decrees, judgments, mandates, correspondence, and other papers. Included are more than 22,000 case files that comprise about three-fourths of the volume of the Court's records in the National Archives. Among the many famous cases for which files are included are Fletcher v. Peck (6 Cranch 87), Martin v. Hunter's Lessee (1 Wheaton 304), McCulloch v. Maryland (4 Wheaton 316), Dartmouth College v. Woodward (4 Wheaton 518), Cohens v. Virginia (6 Wheaton 264), Gibbons v. Ogden (9 Wheaton 1), Charles River Bridge v. Warren Bridge (11 Peters 420), Swift v. Tyson (16 Peters 1), Luther v. Borden (7 Howard 1), Dred Scott v. Sandford (19 Howard 393), The Prize Cases (2 Black 635), Munn v. Illinois (94 U.S. 113), and Northern Securities Co. v. United States (193 U.S. 197). Arranged numerically by case number. For related minutes and dockets see entries 4 and 7.

OPINIONS. 1808-1913, with numerous gaps. 139 ft. 17

Manuscript and revised printed opinions, including both majority and dissenting opinions. Most of the opinions before 1850 are in the handwriting of members of the Court, with some clerk's copies; after that date printed opinions became more common, and only printed opinions are found after about 1870. Both manuscript and printed opinions contain revisions. A number of Chief Justice John Marshall's manuscript opinions are included, notably his opinions in American Insurance Co. et al. v. Canter (1 Peters 511) and Willson et al. v. Black Bird Creek Marsh Co. (2 Peters 245). Arranged numerically by case file number. For other manuscript opinions see entry 9.

DUPLICATE MANDATES. 1830-31, 1833-1905. 7 ft. 18

Duplicate copies of mandates issued by the Court directing lower courts to carry out the Supreme Court's decisions. Arranged chronologically by term of court and numerically thereunder by term docket number.

PAPERS IN UNDOCKETED APPELLATE CASES. 1791-1906, with numerous gaps. 1 ft. 19

Petitions to the Supreme Court, writs of error, transcripts of record from lower courts, appeal bonds, citations, motions to docket and dismiss appeals, orders of the Supreme Court, and other papers in appellate cases not entered in the index to appellate case files as having been docketed by the Supreme Court. Arranged chronologically by date of document.

#### Original Jurisdiction Records

CASE FILES. 1792-1910. 63 ft. 20

Bills of complaint; answers; replications; petitions for writs of habeas corpus, mandamus, and prohibition; affidavits; subpoenas; orders; judgments; correspondence; and other papers in cases between States, cases between the United States and a State, cases involving diplomatic officials, and suits for writs of habeas corpus, mandamus, and prohibition.



Among the many famous cases for which files are included are Chisholm v. Georgia (2 Dallas 419), Marbury v. Madison (1 Cranch 49), Rhode Island v. Massachusetts (4 Howard 491), Pennsylvania v. Wheeling and Belmont Bridge Co. (13 Howard 518), Ex parte Garland (4 Wallace 333), Texas v. White (7 Wallace 700), Ex parte Yerger (8 Wallace 85), Georgia v. Stanton (6 Wallace 50), In re Debs (158 U.S. 564), and United States v. Texas (143 U.S. 621). This series was the most badly damaged by fire and water of any of the Court's records, and many of the case files are missing. The case files are arranged chronologically by term of court in which the case was decided and chronologically thereunder. For related minutes, dockets, and opinions see entries 4, 7-10, and 21.

OPINIONS. 1835-1909, with numerous gaps. 4 ft. 21

Manuscripts and revised printed opinions in original jurisdiction cases. The manuscript opinions include drafts by members of the Court and clerk's copies, and both contain revisions by the authors of the opinions. Arranged chronologically by term of court in which the case was decided and thereunder alphabetically by name of the first party in the case.

PAPERS IN HABEAS CORPUS CASES HEARD AT CHAMBERS. 1861, 1869, 1881, 1882. 4 in. 22

Petitions for writs of habeas corpus and certiorari, transcripts of record from trial courts, briefs, orders, returns of officers having custody of petitioners, opinions, and other papers in the following cases before individual members of the Court: (1) Ex parte Edward A. Stevens (Justice James M. Wayne, 1861), (2) Ex parte John H. Anderson (Chief Justice Salmon P. Chase, 1869), (3) Ex parte Regina Johnson (Chief Justice Morrison R. Waite, 1881), and (4) Ex parte Charles J. Guiteau (Justice Joseph P. Bradley, 1882). The case files are arranged chronologically by date of the case.

PAPERS ON PETITION OF J. J. HOFFMAN. 1893-95. 1 ft. 23

Petition, letters, and exhibits sent to the Court by a Lutheran minister in Wisconsin to recover possession of his church. No action was taken by the Court. Arranged in rough chronological order.

#### Records of the Office of the Clerk

The Judiciary Act of September 24, 1789, gave the Supreme Court and the district courts the power to appoint their clerks and provided that each was to give bond "faithfully to discharge the duties of his office, and seasonably to record the decrees, judgments, and determinations of the Court" (1 Stat. 76). From an early date the Clerk of the Supreme Court, in addition to a daily compensation for attendance on the Court, was paid fees by parties in cases consisting of twice the amount charged by the clerk of the supreme court of the State in which the Supreme Court of the United States was sitting (1 Stat. 277, 625). By an act of Congress of March 3, 1883 (22 Stat. 631), however, the Clerk was placed



on an annual salary, which with his office expenses he could deduct from the fees he took in, paying the remainder of his fees into the Treasury of the United States.

GENERAL CORRESPONDENCE. 1791-1908, with numerous gaps. 18 ft. 24

Letters received and copies of letters sent by the Clerk relating to the collection of his official fees, the filing of papers in cases before the Court, the issuance of process by the Clerk, the time at which cases on the docket of the Court would be reached for argument or the exact status of cases, requests for copies of documents, and other subjects concerning the conduct of the business of the Clerk's Office. Arranged chronologically by date of letter.

LETTERS TO AND FROM JUSTICES. 1791-1907, with numerous gaps. 8 in. 25

Correspondence of members of the Court, consisting of applications and recommendations to them of candidates for appointment as officers of the Court, requests to the Clerk to supply the justices with information or copies of documents, directions to the Clerk concerning the handling of the members' salaries, notices to the Clerk of the mailing to him of revised copies of opinions, instructions concerning the securing of living quarters for the justices, and other subjects. Arranged alphabetically by name of justice and thereunder chronologically by date of letter, with a general file at the beginning of the series.

CORRESPONDENCE ON APPOINTMENT OF STENOGRAPHIC CLERKS. 1888-1931, 1939-40. 4 in. 26

Statements from members of the Court appointing their stenographic and law clerks; resignations of the clerks; copies of letters from the Clerk of the Court to Treasury and Justice Department officials concerning appointments, salaries, and resignations of the clerks; and other papers. Arranged alphabetically by name of member of Court and thereunder chronologically by date of document.

SUBJECT FILE. 1800-1910, with numerous gaps. 8 in. 27

Correspondence, memoranda, orders of the Court, subscription lists, and other papers relating to such subjects as the appointment, accounts, and duties of officers of the Court; the quarters of the Court in the Capitol; the organization of the Federal judiciary; the library of the Court; portraits of members and officers of the Court; and management of the records of the Court. Also included are such items as the personal dockets of Chief Justice John Marshall for the 1815 and 1820 terms of court, lists of rules of the Court, and a petition to the Court by Jay Gould, President of the Texas and Pacific Railroad, for the appointment of trustees of the railroad in 1882. Arranged alphabetically by subject and thereunder chronologically by date of document.

OATHS OF OFFICE OF JUSTICES. 1823-1910, with numerous gaps. 29 items. 1 in. 28

Official oaths of the following members of the Court: (1) Smith Thompson, 1823; (2) Robert Trimble, 1827; (3) Stephen J. Field, 1863;



(4) Salmon P. Chase, 1864; (5) Ward Hunt, 1873; (6) Lucius Q. C. Lamar, 1888; (7) Melville W. Fuller, 1888; (8) David J. Brewer, 1890; (9) Henry B. Brown, 1891; (10) George Shiras, 1892; (11) Howell E. Jackson, 1893; (12) Edward D. White, 1894, 1910; (13) Rufus W. Peckham, 1896; (14) Joseph McKenna, 1898; (15) Oliver Wendell Holmes, 1902; (16) William R. Day, 1902; (17) William H. Moody, 1906; (18) Horace H. Lurton, 1909; and (19) Charles E. Hughes, 1910. Arranged chronologically by date of oath.

OATHS OF OFFICE AND BONDS OF COURT OFFICERS. 1827-1907, with numerous gaps. 14 items. 1/2 in. 29

Official oaths and bonds for the faithful performance of duty of clerks and marshals of the Court. Arranged chronologically by date of document.

PAPERS ON RETIREMENT OF JUSTICES. 1872, 1877, 1880-1881, 1903, 1906. 20 items. 1/2 in. 30

Correspondence, proceedings and resolutions of bar associations, and proceedings in court relating to the resignation or retirement of the following members of the Court: (1) Samuel Nelson, 1872; (2) David Davis, 1877; (3) William Strong, 1880; (4) Noah H. Swayne, 1880; (5) Ward Hunt, 1882; and (6) Henry B. Brown, 1906. Arranged chronologically by date of document.

PAPERS RELATING TO MEMORIAL PROCEEDINGS. 1826-1910, with numerous gaps. ca. 75 items. 2 in. 31

Correspondence, minutes of proceedings, and resolutions of the Court and of bar associations, which concern the deaths of members of the Court, public officials, and prominent attorneys. Arranged chronologically by date of document.

PAPERS RELATING TO INTRODUCTIONS AND RESIGNATIONS OF ATTORNEYS GENERAL. 1881, 1888, 1890, 1893. 5 items. 1/2 in. 32

Text of remarks by the Chief Justice and by Attorney Generals Charles Devens, Augustus H. Garland, and William H. Miller on announcing their resignations to the Court and introducing their successors. Arranged chronologically by date of document.

ORDERS CONCERNING RULES OF THE COURT. 1792-1910, with numerous gaps. ca. 50 items. 2 in. 33

Orders of the Court establishing rules or amending rules already established. Some of the orders are in the handwriting of Chief Justices John Marshall and Roger B. Taney and Justice Joseph Story. Arranged chronologically by date of order.

ALLOTMENT ORDERS. 1796-1910, with numerous gaps. 28 items. 1 in. 34

Orders of the Court allotting judicial circuits to members of the Court. A few of the orders are in the handwriting of Justice Joseph Story and Chief Justices Roger B. Taney and Morrison R. Waite. Arranged chronologically by date of order.

30  
188



MISCELLANEOUS ADMINISTRATIVE ORDERS. 1791-1929, with numerous gaps.

4 in.

35

Orders of the Court appointing officers of the Court, continuing unfinished business to the next term, authorizing the Reporter to have more than one volume of the United States Reports published for a term, setting the date for adjournment of the Court, and providing for other administrative matters. Arranged chronologically by date of order.

MISCELLANEOUS PAPERS. 1815-1913, with numerous gaps. 41 items.

3 in.

36

A list of United States Attorneys, n.d.; a revised printed copy of Justice John M. Harlan's opinion in Osgood's Administrators v. Artt in the United States Circuit Court for the Northern District of Illinois, n.d.; samples of paper and of writing with goose quill pen and steel pen, n.d.; a blank memorandum book with printed statistical information from the 1810 census at the back, 1813; lists of United States cases argued by Walter Jones, 1815, and Edmund J. Lee, 1821; manuscript opinion of Justice John Catron in In the Matter of Edward Klein in the United States Circuit Court for the District of Missouri, 1843; draft of a power of attorney from Mrs. Sally Carroll, widow of William T. Carroll, Clerk of the Court, to his successor, David W. Middleton, 1863; and other items. Arranged chronologically by date of document, with undated papers at the beginning of the series.

RECORD OF OPINIONS SENT TO PRINTER. 1865-79. 2 vols. 1 in.

37

Shows the following information concerning opinions: term, term number of case, title of case, name of justice who delivered the opinion, date delivered, date delivered to printer, date proof was sent to the justice, date revised proof was sent to printer; date second proof was sent to the justice, date second revised proof was sent to the printer, date finished, and date printed opinion was delivered to the Reporter. Also included in the first volume are price lists of opinions and a list of opinions delivered to the Attorney General. Entries are in the order in which opinions were delivered.

REQUISITIONS FOR PRINTING AND BINDING. 1895-1909. 1 vol. 3 in.

38

Letterpress copies of requisitions for the printing of transcripts of record, blank books, and various forms, and for binding. Arranged chronologically by date of requisition.

GENERAL ORDERS AND FORMS UNDER BANKRUPTCY ACTS OF 1867 AND 1874.

1867-1876. 2 vols. 2 in.

39

A manuscript volume of general rules and forms of proceeding in bankruptcy adopted by the Court and a volume of forms under the two acts printed by the Chicago Legal News Co. The first volume is arranged numerically by number of rule; the second volume is arranged roughly in the order in which the papers would be filed in a case.



NOTES AND BRIEFS OF JUSTICE BALDWIN. 1830-44. 8 ft.

40

Notes called "Reporter's notes" when received by the National Archives but which are in the handwriting of Justice Henry Baldwin, a member of the Court from 1830 to 1844; printed briefs found with the notes which concern cases before the Court; and a few copies of case papers. In addition to notes concerning cases there is a small quantity of notes on legal subjects such as cases on appeal in the House of Lords, cases certified to the Supreme Court, chancery, corporations, eminent domain, and evidence. Arranged as follows: notes and briefs in original jurisdiction cases arranged chronologically by term of court, notes and briefs in appellate cases arranged numerically by case number, notes on several cases arranged chronologically by term of court, notes on legal subjects arranged alphabetically by subject, and unidentified notes unarranged. For other notes by Justice Baldwin, see entry 9.

COPY FOR 8 HOWARD (49 UNITED STATES REPORTS). 1849. 1 item.

1/2 in.

41

A manuscript copy for the title page; a list of members of the Court, the Attorney General, and officers of the Court; new rules of the Court; a list of attorneys admitted to the bar of the Court during the 1849 term; an index; and an appendix of the eighth volume of reports published by Benjamin C. Howard, Reporter of the Court.

CIRCUIT COURT ADMIRALTY CASE FILES OF JUSTICE WAYNE. 1859-61.

4 in.

42

Transcripts of record, depositions, stipulations, bills of costs, appeal bonds, and decrees in two admiralty appellate cases involving the schooner John and the brig Alexander Wise in the United States Circuit Court for the District of North Carolina before Justice James M. Wayne. The decrees in the cases are dated May 1, 1861. The papers in each file are arranged chronologically by date of document.

GIFTS OF RELATED PAPERS. 1809, 1857. 2 items. 1/2 in.

43

A letter of Justice Samuel Chase of October 26, 1809, to John Law about obtaining copies of certain papers relating to claims of the Illinois and Wabash Co.; and a framed letter of Samuel Blatchford, later a member of the Supreme Court, to James E. Davey of December 23, 1852, acknowledging receipt of \$3. A picture of the Supreme Court justices in 1882, when Blatchford was a member, is framed with the letter. These items were received as gifts by the National Archives and by the Supreme Court.

SCRAPBOOKS ON COURT'S HISTORY. 1880-1935. 14 vols. 2 ft.

44

Contain chiefly newspaper clippings, but include a few magazine articles, cartoons, and humorous poems, concerning the Court and its members and officers. Arranged chronologically by date of item.



## Records Relating to Admissions to the Bar of the Court

CERTIFICATES OF ADMISSION TO PRACTICE BEFORE STATE COURTS. 1790-1800, 1873. 44 items. 1 in. 45

Certificates by judges and clerks of courts that attorneys had been admitted to practice in State courts, usually the highest court of the State. Filed by attorneys to obtain admission to the bar of the Supreme Court. Arranged chronologically by date of certificate.

CERTIFICATES OF ADMISSION TO PRACTICE BEFORE THE SUPREME COURT. 1823-33. 23 items. 1 in. 46

Copies of certificates by the Clerk of the Supreme Court stating that attorneys had been admitted as attorneys and counselors of the Supreme Court. Arranged chronologically by date of certificate.

OATHS OF LOYALTY OF MEMBERS OF THE BAR. 1865-67. 1 vol. and 25 unbound papers. 2 in. 47

Oaths by lawyers required by an act of Congress of January 24, 1865, stating that attorneys had never engaged in rebellion against the United States since they had been citizens of the United States and that they would support and defend the Constitution. Among those subscribing their names to the oath in the volume were Orville H. Browning, James Speed, Caleb Cushing, Reverdy Johnson, Henry Stanbery, Benjamin R. Curtis, Thomas Ewing, William M. Evarts, and Lyman Trumbull. Arranged chronologically by date of oath.

INDEXES TO NAMES OF ATTORNEYS ADMITTED TO THE BAR OF THE SUPREME COURT. 1790-1955. Card index and 6 vols. 70 ft. 48

A card index, 1790-1955, showing name of attorney, date of his admission, and, in most cases, his place of residence. The volume indexes list attorneys admitted during various periods between 1790 and 1889. These indexes, apparently compiled from the minutes of the Court, list attorneys admitted during periods not covered by the attorney rolls of the Court. Each index is alphabetical by name of attorney.

ATTORNEY ROLLS. 1790-1916. 2 parchments and 5 vols. 1 ft. 49

A parchment roll containing the signatures of counselors admitted to practice before the Court from February 5, 1790, to February 20, 1807; another parchment roll containing the signatures of attorneys admitted from February 8, 1790, to February 11, 1805; and bound volumes containing the signatures of attorneys and counselors admitted from February 8, 1791, through April 9, 1916. The rolls from December 1845 through April 13, 1852, were destroyed by fire in 1852, according to the Court's minutes for April 14, 1852. The rolls and volumes bearing signatures through May 5, 1884, have the oath of office for attorneys of the Court inscribed at the beginning of the signatures. After February 16, 1826, the State and sometimes the city of the lawyer's residence are given, and beginning on November 11, 1869, the name of his sponsor (faintly discernible on a few earlier rolls) appears in legible form. A few of the



entries are annotated as "Disbarred [with the date]," "Hold," "Cancelled," and "Void."

Among the many thousands of signatures appearing on the rolls are such famous names as those of Charles Lee, Luther Martin, Henry Clay, Martin Van Buren, Louis McLane, James Buchanan, Robert Y. Hayne, John J. Crittenden, John Bell, James K. Polk, Hamilton Fish, Roger B. Taney, Rufus Choate, Montgomery Blair, James A. Garfield, Charles J. Bonaparte, Alton B. Parker, and Roscoe Pound.

The signatures on each roll are arranged chronologically by date of admission.

### Fiscal Records

FEE BOOKS. 1818-1909. 48 vols. 7 ft. 50

A record of fees charged by the clerk to parties in cases before the Court. Volumes for the period 1818-83 are indexed; after 1883 the volumes are not indexed. Case entries are chronological by date of filing of case.

FEE BONDS. 1832-71, 1874, 1878-84, 1888-89. 3 ft. 51

Bonds executed by parties in cases before the Supreme Court to secure payment of the Clerk's fees in the cases. Arranged by term of court in which the case was decided and numerically thereunder by term number of case.

BILLS AND ACCOUNTS OF COSTS AGAINST THE UNITED STATES. 1803-49, 1854, 1868, 1879-86. 5 in. 52

Copies of bills and accounts of costs charged against the United States in cases in which the Government was a party. Arranged chronologically by date of document.

BILLS FOR COSTS AGAINST PRIVATE PARTIES. 1830-1900. 5 in. 53

Copies of bills for costs charged against private parties in cases before the Court. Arranged chronologically by date of bill.

LISTS OF UNPAID FEE BILLS. 1830-68, with numerous gaps. 2 vols. and 33 unbound papers. 2 in. 54

Shown are unpaid bills for costs, some of which are marked as having been turned over to an agent for collection or as having been paid. Arranged chronologically by date of list.

RECEIPTS FOR DISBURSEMENTS. 1827-48, 1856-57, 1861, 1887, 1890. 4 in. 55

Vouchers given to the Clerk acknowledging payment for goods and services. Arranged chronologically by date of voucher.

PRINTERS' BILLS. 1831-1908. 5 in. 56

Bills submitted to the Clerk by printers for costs of printing, chiefly the cost of printing the transcript of record from the lower



court. Some of the later bills show payment of the bill. Arranged chronologically by date of bill.

RECORD OF DEPOSITS FOR PRINTING. 1888-96. 2 vols. 2 in. 57

Contains columns showing estimated costs of printing, date of notice to counsel, amount deposited and name of depositor, dates record was sent to and received from printer, date printed record was sent to counsel and name of counsel, and cost of printing. Arranged chronologically by date of notice to counsel.

"DAY BOOK." 1898-1926. 1 vol. 1 in. 58

Record of daily receipts and expenditures by the Clerk's Office. Arranged chronologically by date of transaction.

CORRESPONDENCE ON CLERK'S ACCOUNTS. 1856, 1870, 1877, 1883-1904, 1921, 1926. 3 in. 59

Chiefly letters sent and received by the Clerk in corresponding with Treasury Department officials concerning his accounts. There are also a few statements of accounts and letters sent and received by the Clerk in corresponding with other persons, including two letters received by Clerk William R. Stansbury from Chief Justice William H. Taft concerning the Clerk's accounts dated March 6, 1924, and December 18, 1926. Arranged chronologically by date of document.

#### Records of the Office of the Marshal

Until 1867 the marshal of the district in which the Supreme Court sat acted as marshal of the Supreme Court and had the duty of executing its precepts along with the other duties of his position (1 Stat. 87). For his work as marshal of the Court he received a daily compensation and fees equal to the fees allowed for similar services by the supreme court of the State in which the Supreme Court of the United States sat (1 Stat. 625). By an act of March 2, 1867, the Supreme Court was given the power to appoint its own marshal with an annual salary. He was to take charge of Government property used by the Court and to execute the process and orders of the Court. He was also to appoint assistants and messengers, with the approval of the Chief Justice (14 Stat. 433).

SUBJECT FILES. 1864-1913. 3 ft. 60

Correspondence, memoranda, newspaper clippings, and other records relating to numerous subjects such as bankruptcy laws and procedure, 1867, 1872, 1874, and 1898; the Columbian Exposition, 1892; proposed Supreme Court building, 1878-1909; courtroom and chamber, 1867-1910; funerals of members of the Court, 1888-1914; Presidential inaugurations and receptions, 1864-1913; and portraits, busts, and photographs of members and officers of the Court, 1889-1913. Arranged alphabetically by subject and chronologically thereunder.



APPLICATIONS AND ENDORSEMENTS FOR POSITIONS. 1867-1909. 23 ft. 61

Letters received by the Chief Justice and the Marshal applying for or endorsing candidates for positions as register in bankruptcy, crier, deputy marshal, doorkeeper, messenger, and page; lists of candidates summarizing their endorsements; lists of incumbents; and reports concerning the status of appointments to positions as registers in bankruptcy. All but one foot of the records concern appointments of registers in bankruptcy. The records concerning registers in bankruptcy are arranged alphabetically by name of State, chronologically thereunder by year of appointment, thereunder by congressional district, and thereunder by name of candidate. At the end of the series are records concerning the other positions; these are arranged alphabetically by title of position.

GENERAL ACCOUNTING RECORDS. 1867-73, 1875-79, 1882-86, 1888-1911.  
11 ft. 62

Correspondence of the Marshal with officials of the Interior, the Treasury, and the Justice Departments concerning the Marshal's accounts and requisitions for funds; receipts for payments for goods and services made by the Marshal; statements of accounts; and pay and receipt rolls showing payments of salaries to employees. Arranged chronologically by date of document.

CORRESPONDENCE CONCERNING BOOKS. 1887, 1890-1910. 10 in. 63

Letters received and sent by the Marshal in corresponding with publishers and Federal and State officials in regard to supplying the Court with copies of books, periodicals, documents, and lists of officials; and memoranda concerning books on hand or wanted in the Court's library and books to be rebound. Arranged chronologically by date of document.

LIBRARY ACCOUNTING RECORDS. 1896-1910. 2 ft. 64

Correspondence by the Marshal with Treasury Department officials, statements of accounts, and vouchers relating to the purchase of reference books for the Library of Congress by the Marshal, by direction of the Chief Justice under an act of Congress of March 2, 1895 (28 Stat. 711). Arranged chronologically by quarter of the year.



# APPENDIX

## LIST OF MEMBERS OF THE SUPREME COURT OF THE UNITED STATES, 1789-1955

NOTE: The information in this list was taken from a chronological list compiled by the Office of the Marshal of the Supreme Court, with a few exceptions.

Name	Date of Commission	Date Judicial Oath Taken	Date Service Terminated	Date of Death
Baldwin, Henry	Jan. 6, 1830	Jan. 18, 1830	Apr. 21, 1844	Apr. 21, 1844
Barbour, Philip Pendleton	Mar. 15, 1836	May 12, 1836	Feb. 25, 1841	Feb. 25, 1841
Black, Hugo Lafayette	Aug. 18, 1937	Aug. 19, 1937		
Blair, John	Sept. 30, 1789	Feb. 2, 1790	Jan. 27, 1796	Aug. 31, 1800
Blatchford, Samuel	Mar. 22, 1882	Apr. 3, 1882	July 7, 1893	July 7, 1893
Bradley, Joseph P.	Mar. 21, 1870	Mar. 23, 1870	Jan. 22, 1892	Jan. 22, 1892
Brandeis, Louis Dembitz	June 1, 1916	June 5, 1916	Feb. 13, 1939	Oct. 5, 1941
Brewer, David Josiah	Dec. 18, 1889	Jan. 6, 1890	Mar. 28, 1910	Mar. 28, 1910
Brown, Henry Billings	Dec. 29, 1890	Jan. 5, 1891	May 28, 1906	Sept. 4, 1913
Burton, Harold Hitz	Sept. 22, 1945	Oct. 1, 1945	Oct. 13, 1958	
Butler, Pierce	Dec. 21, 1922	Jan. 2, 1923	Nov. 16, 1939	Nov. 16, 1939
Byrnes, James Francis	June 25, 1941	July 8, 1941	Oct. 3, 1942	
Campbell, John Archibald	Mar. 22, 1853	Apr. 11, 1853	Apr. 30, 1861	Mar. 12, 1889
Cardozo, Benjamin Nathan	Mar. 2, 1942	Mar. 14, 1932	July 9, 1938	July 9, 1938
Catron, John	Mar. 8, 1837	May 1, 1837	May 30, 1865	May 30, 1865
Chase, Samuel	Jan. 27, 1796	Feb. 4, 1796	June 19, 1811	June 19, 1811
Chase, Salmon Portland (Chief Justice)	Dec. 6, 1864	Dec. 15, 1864	May 7, 1873	May 7, 1873
Clark, Thomas Campbell	Aug. 19, 1949	Aug. 24, 1949		
Clarke, John Hessin	July 24, 1916	Oct. 9, 1916	Sept. 18, 1922	Mar. 22, 1945
Clifford, Nathan	Jan. 12, 1858	Jan. 21, 1858	July 25, 1881	July 25, 1881
Cushing, William	Sept. 27, 1789	Feb. 2, 1790	Sept. 13, 1810	Sept. 13, 1810
Curtis, Benjamin Robbins	Dec. 20, 1851	Oct. 10, 1851	Sept. 30, 1857	Sept. 15, 1874
Daniel, Peter Vivian	Mar. 3, 1841	Jan. 10, 1842	May 31, 1860	May 31, 1860
Davis, David	Dec. 8, 1862	Dec. 10, 1862	Mar. 4, 1877	June 26, 1886



Name	Date of Commission	Date Judicial Oath Taken	Date Service Terminated	Date of Death
Day, William Rufus	Feb. 23, 1903	Mar. 2, 1903	Nov. 13, 1922	July 9, 1923
Douglas, William Orville	Apr. 15, 1939	Apr. 17, 1939		
Duvall, Gabriel	Nov. 18, 1811	Nov. 23, 1811	Jan. 14, 1835	Mar. 6, 1844
Ellsworth, Oliver (Chief Justice)	Mar. 4, 1796	Mar. 8, 1796	Dec. 15, 1800	Nov. 26, 1807
Field, Stephen Johnson	Mar. 10, 1863	Mar. 20, 1863	Dec. 1, 1897	Apr. 9, 1899
Frankfurter, Felix	Jan. 20, 1939	Jan. 30, 1939		
Fuller, Melville Weston (Chief Justice)	July 20, 1888	Oct. 8, 1888	July 4, 1910	July 4, 1910
Gray, Horace	Dec. 20, 1881	Jan. 9, 1882	Sept. 15, 1902	Sept. 15, 1902
Grier, Robert Cooper	Aug. 4, 1846	Aug. 10, 1846	Jan. 31, 1870	Sept. 25, 1870
Harlan, John Marshall	Nov. 29, 1877	Dec. 10, 1877	Oct. 14, 1911	Oct. 14, 1911
Harlan, John Marshall	Mar. 17, 1955	Mar. 28, 1955		
Holmes, Oliver Wendell	Dec. 4, 1902	Dec. 8, 1902	Jan. 12, 1923	Mar. 6, 1935
Hughes, Charles Evans	May 2, 1910	Oct. 10, 1910	June 10, 1916 (Resigned)	Aug. 27, 1948
Hughes, Charles Evans (Chief Justice)	Feb. 13, 1930	Feb. 24, 1930	June 30, 1941	Aug. 27, 1948
Hunt, Ward	Dec. 11, 1872	Jan. 9, 1873	Jan. 27, 1882	Mar. 24, 1886
Iredell, James	Feb. 10, 1790	May 13, 1790	Oct. 20, 1799	Oct. 20, 1799
Jackson, Howell Edmunds	Feb. 18, 1893	Mar. 4, 1893	Aug. 8, 1895	Aug. 8, 1895
Jackson, Robert Houghwout Jay, John	July 11, 1941	July 11, 1941	Oct. 9, 1954	Oct. 9, 1954
Jay, John (Chief Justice)	Sept. 26, 1789	Feb. 2, 1790	June 29, 1795	May 17, 1829
Johnson, Thomas	Nov. 7, 1791	Aug. 6, 1792	Feb. 1, 1793	Oct. 26, 1819
Johnson, William	Mar. 26, 1804	May 7, 1804	Aug. 4, 1834	Aug. 4, 1834
Lamar, Joseph Rucker	Dec. 17, 1910	Jan. 3, 1911	Jan. 2, 1916	Jan. 2, 1916
Lamar, Lucius Quintus C.	Jan. 16, 1888	Jan. 18, 1888	Jan. 23, 1893	Jan. 23, 1893
Livingston, Henry Brockholst	Nov. 10, 1806	Jan. 20, 1807	Mar. 18, 1823	Mar. 18, 1823
Lurton, Horace Harmon	Dec. 20, 1909	Jan. 3, 1910	July 12, 1914	July 12, 1914
Marshall, John (Chief Justice)	Jan. 31, 1801	Feb. 4, 1801	July 6, 1835	July 6, 1835



Name	Date of Commission	Date Judicial Oath Taken	Date Service Terminated	Date of Death
Matthews, Stanley	May 12, 1881	May 17, 1881	Mar. 22, 1889	Mar. 22, 1889
McKenna, Joseph	Jan. 21, 1898	Jan. 26, 1898	Jan. 5, 1925	Nov. 21, 1926
McKinley, John	Sept. 25, 1837	Jan. 9, 1838	July 19, 1852	July 19, 1852
McLean, John	Mar. 7, 1829	Jan. 11, 1830	Apr. 4, 1861	Apr. 4, 1861
McReynolds, James Clark	Aug. 29, 1914	Oct. 12, 1914	Jan. 31, 1941	Aug. 24, 1946
Miller, Samuel Freeman	July 16, 1862	July 21, 1862	Oct. 13, 1890	Oct. 13, 1890
Minton, Sherman	Oct. 5, 1949	Oct. 12, 1949	Oct. 15, 1956	
Moody, William Henry	Dec. 12, 1906	Dec. 17, 1906	Nov. 20, 1910	July 2, 1917
Moore, Alfred	Dec. 10, 1799	Aug. 9, 1800	Jan. 26, 1804	Oct. 15, 1810
Murphy, Frank	Jan. 18, 1940	Feb. 5, 1940	July 19, 1949	July 19, 1949
Nelson, Samuel	Feb. 13, 1845	Feb. 27, 1845	Nov. 28, 1872	Dec. 13, 1873
Paterson, William	Mar. 4, 1793	Mar. 11, 1793	Sept. 9, 1806	Sept. 9, 1806
Peckham, Rufus Wheeler	Dec. 9, 1895	Jan. 6, 1896	Oct. 24, 1909	Oct. 24, 1909
Pitney, Mahlon	Mar. 13, 1912	Mar. 18, 1912	Dec. 31, 1922	Dec. 9, 1924
Reed, Stanley Forman	Jan. 27, 1938	Jan. 31, 1938	Feb. 25, 1957	
Roberts, Owen Josephus	May 20, 1930	June 2, 1930	July 31, 1945	May 19, 1955
Rutledge, John	Sept. 26, 1789	Feb. 15, 1790	Mar. 5, 1791 (Resigned)	June 21, 1800
Rutledge, John (Chief Justice)	July 1, 1795	Aug. 12, 1795	Dec. 15, 1795	June 21, 1800
Rutledge, Wiley Blount	Feb. 11, 1943	Feb. 15, 1943	Sept. 10, 1949	Sept. 10, 1949
Sanford, Edward Terry	Jan. 29, 1923	Feb. 19, 1923	Mar. 8, 1930	Mar. 8, 1930
Shiras, George, Jr.	July 26, 1892	Oct. 10, 1892	Feb. 23, 1903	Aug. 2, 1924
Stone, Harlan Fiske	Feb. 5, 1925	Mar. 2, 1925	July 2, 1941 (Promoted)	Apr. 22, 1946
Stone, Harlan Fiske (Chief Justice)	July 3, 1941	July 3, 1941	Apr. 22, 1946	Apr. 22, 1946
Story, Joseph	Nov. 18, 1811	Feb. 3, 1812	Sept. 10, 1845	Sept. 10, 1845
Strong, William	Feb. 18, 1870	Mar. 14, 1870	Dec. 14, 1880	Aug. 19, 1895
Sutherland, George	Sept. 5, 1922	Oct. 2, 1922	Jan. 17, 1938	July 18, 1942
Swayne, Noah Haynes	Jan. 24, 1862	Jan. 27, 1862	Jan. 24, 1881	June 8, 1884
Taft, William Howard (Chief Justice)	June 30, 1921	July 11, 1921	Feb. 3, 1930	Mar. 8, 1930



Name	Date of Commission	Date Judicial Oath Taken	Date Service Terminated	Date of Death
Taney, Roger Brooke (Chief Justice)	Mar. 15, 1836	Mar. 28, 1836	Oct. 12, 1864	Oct. 12, 1864
Thompson, Smith	Dec. 9, 1823	Sept. 1, 1823	Dec. 18, 1843	Dec. 18, 1843
Todd, Thomas	Mar. 3, 1807	May 4, 1807	Feb. 7, 1826	Feb. 7, 1826
Trimble, Robert	May 9, 1826	June 16, 1826	Aug. 25, 1828	Aug. 25, 1828
Van Devanter, Willis	Dec. 16, 1910	Jan. 3, 1911	June 2, 1937	Feb. 8, 1941
Vinson, Frederick Moore (Chief Justice)	June 21, 1946	June 24, 1946	Sept. 8, 1953	Sept. 8, 1953
Waite, Morrison Remick (Chief Justice)	Jan. 21, 1874	Mar. 4, 1874	Mar. 23, 1888	Mar. 23, 1888
Warren, Earl (Chief Justice)	Oct. 2, 1953	Oct. 5, 1953		
Washington, Bushrod	Dec. 20, 1798	Feb. 4, 1799	Nov. 26, 1829	Nov. 26, 1829
Wayne, James Moore	Jan. 9, 1835	Jan. 14, 1835	July 5, 1867	July 5, 1867
White, Edward Douglas	Feb. 19, 1894	Mar. 12, 1894	Dec. 18, 1910 (Promoted)	May 19, 1921
White, Edward Douglas (Chief Justice)	Dec. 12, 1910	Dec. 19, 1910	May 19, 1921	May 19, 1921
Wilson, James	Sept. 29, 1789	Oct. 5, 1789	Aug. 21, 1798	Aug. 21, 1798
Woodbury, Levi	Sept. 20, 1845	Sept. 23, 1845	Sept. 4, 1851	Sept. 4, 1851
Woods, William Burnham	Dec. 21, 1880	Jan. 5, 1881	May 14, 1887	May 14, 1887

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.





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PRELIMINARY



INVENTORIES

Number 140

RECORDS OF THE UNITED STATES

HOUSING CORPORATION

Compiled by Katherine H. Davidson

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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS OF THE  
UNITED STATES HOUSING CORPORATION

(Record Group 3)

Compiled by Katherine H. Davidson



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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ILLINOIS HISTORICAL SURVEY

## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

The housing program administered during World War I by the United States Housing Corporation (USHC) had its origins in the Housing Section, Subcommittee on Welfare Work, of the Committee on Labor of the Council of National Defense (CND). On April 2, 1917, the Committee on Labor was appointed by Samuel Gompers, a member of the Advisory Commission of the CND, to advise on the mobilization of industrial resources; and the Housing Section was probably established in May.

For several months the Section on Housing consisted of its Chairman, Philip Hiss, an architect, and of his secretary, Miss Harlean James. In August 1917 Mr. Hiss sent a questionnaire to more than 200 cities requesting information on the need for industrial housing. On August 30 he held an informal conference with nationally known housing, town planning, and architectural experts, at which it was agreed that private capital was unable to meet the demand for industrial housing resulting from the war emergency and that the Federal Government should make funds available for this purpose.

On September 21 Mr. Hiss submitted a report on the serious housing shortage to the Subcommittee on Welfare Work. The report included minutes of the August 30 conference and lists of cities (compiled from the August questionnaire) that were carrying on housing experiments or conducting housing operations, or that were suffering from housing congestion.

On October 9, 1917, the Council of National Defense appointed a body called the "Ten Day Committee" or the "Committee of Five" to study the findings of the conference. Its chairman was Otto M. Eidlitz, a civil engineer and head of one of the largest building firms in the country. The Committee, with the aid of the Housing Section, was to investigate the problem of housing workers employed on Government contracts, to determine the extent of the problem and its relation to the war program, and, if necessary, to suggest a remedy. The Committee held hearings during the latter part of October. On October 31 it reported that lack of housing facilities was menacing war production and that, since there was a direct relation to the war program, the Federal Government should furnish funds for housing construction.

Since the adjournment of Congress delayed the enactment of enabling legislation, the CND Chairman, on November 17, appointed Mr. Eidlitz a committee of one to investigate the possibility of securing funds for housing through existing appropriations or by the extension of existing controls. On November 24 Mr. Eidlitz reported that the Army believed it could provide temporary housing and that the Navy and the Shipping Board probably had funds available for permanent housing. (The Navy Department, under the Urgent Deficiency Act of October 6, 1917, could provide permanent housing where torpedo boat destroyers or their accessories were being made, and in some instances appropriations for shipyards provided funds for housing.)



Shortly thereafter Mr. Eidlitz organized a small staff, including the original Section on Housing, to study housing matters. Early in January 1918 the Emergency Fleet Corporation of the Shipping Board assigned space to his staff. From January to March a committee, composed of Mr. Eidlitz, Philip Hiss, Joseph D. Leland, and Frederick L. Olmstead, acted in an advisory capacity to the Shipping Board on housing matters. As a result of the activities of this group, several housing bills were introduced into the new Congress, authorizing the Secretary of Labor to provide housing for war needs.

Anticipating the passage of one of these bills, the Secretary of Labor, on February 12, 1918, set up in the Department a Bureau of Industrial Housing and Transportation and appointed Eidlitz its director. President Wilson, from funds Congress had placed at his disposal for national security and defense on March 12, allotted to the Secretary of Labor \$60,000 to be used for organizing an administrative force and for undertaking preliminary work in connection with war housing.

An act of May 16, 1918 (40 Stat. 550), authorized the President to provide housing, local transportation, and other general community utilities for industrial workers engaged in industries essential to national defense and for Federal Government workers in Washington, D. C. The \$60 million authorized by this act was appropriated by an act of June 4, 1918 (40 Stat. 595), which also provided that all moneys received by the United States in carrying out the Housing Act might be used as a revolving fund until June 30, 1919. An act of July 18, 1918 (40 Stat. 821), increased the appropriation to \$100 million.

The act of June 4 conferred upon the President the power to authorize the creation of a corporation or corporations to carry out the provisions of the act of May 16. Representatives appointed by the President or the agency designated to carry out the purposes of the act were to subscribe to, own, and vote the capital stock of such corporation or corporations for and in behalf of the United States. By Executive Order 2889 of June 18, 1918, the President delegated to the Secretary of Labor the power and authority relating to housing for war needs vested in him by the act of May 16, as amended.

Secretary of Labor William B. Wilson organized the United States Housing Corporation of New York (USHC) on July 8, 1918. The Director, Assistant Director, General Manager, and Treasurer of the Bureau of Industrial Housing and Transportation became respectively the President, Vice President, Secretary, and Treasurer of the Corporation. The certificate of incorporation authorized the issuance of 998 shares of stock with no par value to the Secretary of Labor and one share each to the President and the Treasurer of the Corporation. The management of the Corporation was vested in a board of seven--later nine--directors. The personnel and records of the Industrial Housing and Transportation Bureau were identical to those of the Corporation. By Executive Order 2985-A of October 29, 1918, the President approved the creation of the



Corporation by the Secretary of Labor and designated it as the agency through which the Secretary could exercise the power and authority conferred upon him by Executive Order 2889.

On September 24, 1918, the United States Housing Corporation of Pennsylvania was organized as a subsidiary organization because of the Pennsylvania law relating to "foreign" (that is, out-of-State) corporations (see entry 33). It was formally approved by the President on February 16, 1921, when he issued Executive Order 3408. A par value of \$50 was assigned to the Corporation's stock, and 100 shares were issued. The Pennsylvania Corporation had no separate books and its assets were carried on the books of the New York Corporation. The officers of both corporations were the same.

Provisions for the eventual liquidation of the United States Housing Corporation were made in section 5 of the act of May 16, 1918, whereby all power and authority granted by the act were to cease at the end of the war except the authority to care for, sell, or rent property owned by the USHC. Section 5 of the appropriation act for sundry civil expenses and other purposes, enacted on July 19, 1919 (41 Stat. 224), added the authority to collect the principal and interest of loans or other sums due under obligations entered under the act of May 16, 1918, and gave details on methods of disposing of real property.

Meanwhile, an act of July 11, 1919 (41 Stat. 55), provided that \$32 million of the unexpended balance of Housing Corporation funds be returned to the Treasury of the United States and that all revenues on hand, including those derived from rentals, sale of real property, repayment of loans and interest on loans, or revenues derived thereafter, be covered into the Treasury as miscellaneous receipts. With the passage of this act, the USHC lost its independent status.<sup>1</sup>

On March 3, 1921, Congress passed a joint resolution declaring the war at an end. An act of March 21, 1922 (42 Stat. 468), further amended section 5 of the original housing act to define the President's power

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<sup>1</sup>Administrative and other expenses were provided thereafter by annual congressional appropriations, and accounts were handled through regular Government accounting offices. Funds were provided in the appropriations for the Independent Offices for fiscal years 1920-32, for miscellaneous expenses of the Secretary of Labor for fiscal years 1933-37, for the Procurement Division for fiscal years 1938-39, and for the Public Buildings Administration for fiscal years 1940-42. There was no separate appropriation or transfer of administrative funds for the rest of the fiscal year when the USHC was transferred to the Federal Home Loan Bank Administration. Funds for this period as well as for the fiscal year 1943 were provided in the Second Deficiency Appropriation Act of 1944 (58 Stat. 597), approved on June 28, 1944.



and authority to dispose of property and to dissolve the USHC. This act conferred authority to settle and adjust USHC contracts and obligations made or incurred during the war in carrying out the provisions of the original housing act, as amended. These obligations included agreements with municipalities and other political subdivisions providing for the payment of services in lieu of taxes, the validity of which had been questioned in the courts.

By Executive Order 7641 of June 22, 1937, all powers, rights, privileges, and duties delegated to the Secretary of Labor by Executive Order 2889 were "transferred to the Secretary of the Treasury to be exercised and performed through the Director of Procurement." Executive Order 8186, effective July 1, 1939, redelegated this authority "to the Federal Works Administrator to be exercised and performed through the Commissioner of Public Buildings."

By paragraph 1(k) of Executive Order 9070, issued February 24, 1942, all powers, rights, privileges, duties, and functions transferred by Executive Order 8186 to the Federal Works Administrator were again transferred to a National Housing Agency to be administered under the direction and supervision of a National Housing Administrator. Paragraph 3 of this Executive order provided that the USHC was to be administered by the newly established Federal Home Loan Bank Administration.

With the transfer of the USHC to the Federal Home Loan Bank Administration, the Comptroller General audited the USHC accounts for the period July 1, 1937-February 28, 1942. Thereafter the accounts of the USHC were audited by the auditor of the Home Owners' Loan Corporation, who made detailed audits for the period March 1, 1942-June 30, 1945, as well as an audit for the period July 1, 1918-June 30, 1945. The Home Owners' Loan Corporation, which was itself being liquidated by the Federal Home Loan Bank Administration, performed other liquidating functions for the USHC.

The primary purpose of the USHC was to house workers migrating to congested areas in order to produce war materials. Housing was provided largely through construction carried on by the Housing Corporation itself. Between July 8, 1918, when the first construction contract was awarded, and November 11, 1918, general construction contracts had been awarded on 60 projects and a number of other contracts were in various stages of development. After the signing of the Armistice, the USHC decided to finish 22 projects that were nearly completed, to curtail work on 15 projects, and to abandon the others. In all, there were constructed approximately 6,000 houses and 64 dormitories in 26 States and several large hotels in the District of Columbia and Seattle.

The total cost on all construction projects was more than \$53 million. A net loss of \$29,280,053 was due to losses on sales of properties as well as to excessive costs of labor and materials brought



about by wartime conditions. Losses from disposal of surplus furniture, equipment, and construction materials, and from cancellation of projects totaled \$2,692,439.

If housing was available within commuting distance of production areas but not conveniently served by public transportation, the Housing Corporation improved transportation facilities and provided for the extension of utility services (that is, sewers and water supply) in project communities. Loans to transportation and utility companies totaled \$7,464,980. A net loss of \$2,014,465 was written off as excess war cost.

Property, equipment, supplies, and materials, with a total book value of \$5,229,722, were transferred to other Federal Government agencies without reimbursement to the Corporation. Included were project buildings and lands at Indian Head, Md., Charleston, W. Va., and Bremerton, Wash., that were transferred to the Secretary of the Navy by Executive Order 3296, dated June 29, 1920.

On July 1, 1919, the main responsibility of the Housing Corporation became the disposal of real property. Most of the properties were sold on contract to individuals. By June 30, 1939, the Corporation had realized \$18,846,783 from the sale of properties, with properties valued at \$1,152,021 yet to be sold. All Corporation properties had been sold by June 30, 1945. The United States Housing Corporation of Pennsylvania was dissolved on February 28, 1951, and the United States Housing Corporation of New York was dissolved on July 17, 1952.

The records described in this inventory amount to 444 cubic feet, including 9 cubic feet of photographic materials and 4 cubic feet of cartographic materials. They are designated as Record Group 3, Records of the United States Housing Corporation. The records contain significant information on the history of an early Federal housing construction program, on housing in general for the World War I period, and on Federal participation in many phases of housing that did not develop fully until the New Deal and World War II periods.

Despite the value of the records, they have been largely neglected by researchers because they had needed to be arranged. Many of the records were found, shortly after the establishment of the National Archives, under the flooring of a temporary building, neglected and damaged by water. The creators of the records, however, were conscious of making unique contributions to the field of housing and realized the importance of adequate documentation of their activities. They did not merely issue the usual instructions to the Secretary to keep minutes of meetings of the stockholders and the board of directors and to have charge of the stock certificate book and "such other books and papers as the board may direct." They provided for record maintenance and preservation, and they instituted some interesting innovations in recordkeeping practices.



General Order No. 2, issued by the Assistant Director of the Bureau of Industrial Housing and Transportation on April 1, 1918, contained instructions on the handling of correspondence and the maintenance of a general file and an employee file.

On May 1, 1918, the Reference Library and Information Division was set up. Its purpose was to keep the records of surveys conducted by the Preliminary Investigations and the Statistics Divisions as well as other records showing the progress of projects. The result was the compilation of the "project books" described in entry 9. The Manager of the Reference Library and Information Division, Dr. James Ford, a Harvard professor who had published several housing reports before his service with the USHC, actively interested himself in the conservation of the Corporation's records. His concern led to the establishment of a reference file on housing materials (see entries 22 and 23) in the Reference Library. The Information Section typed briefs on incoming correspondence and mimeographed digests of incoming and outgoing mail.

The Cost Engineering Branch of the Construction Division maintained the records of the "unit" method of cost-keeping accounts, which it had devised. The Fiscal Division purchased fireproof safes for original contracts and issued detailed instructions on the maintenance of fiscal records.

The Design Information Section was set up on October 28, 1918, to control the distribution of drawings and specifications. On July 2, 1919, it became known as the Plan File Section, with responsibility for recording and filing all original drawings, plans, maps, and specifications.

By June 1919 plans were being made for the storage of records of terminated divisions. A Senate investigation of the agency's activities that summer led to instructions not to destroy any records. With the closing of the general file on January 1, 1920, the active divisions were advised to maintain their records in good order. On June 3, 1920, the Vice President of the Corporation requested "fireproof office space in Government owned structures" to preserve contracts, deeds, bonds, and abstracts of title needed for the liquidation of the work of the agency and for defense in pending litigation cases. In the annual reports of the Secretary of Labor for 1919 and 1920, the value of the records accumulated by the housing agency was stressed and their permanent preservation was recommended.

There is, however, another side to the picture. The setting up of a general file did not prevent documents from being lost or filed elsewhere. In a number of cases the only record of the receipt of a letter was the brief prepared by the Information Section. An office order of July 25, 1918, set up a receipt system for incoming mail in order to ensure its being sent to the file room. The Engineering Division issued instructions on August 16, 1919, which recommended that six copies be made for the "project books" of "anything too valuable to be lost in the general file."



General Order No. 2 designated the types of records to be placed in the general file but did not specify which organizational units were to submit records. The Transportation Division filed original documents in its own records and made copies for the general file. The Legal Division maintained its records apart from the general file. The series described in entries 49 and 50 were segregable and easily identifiable as Legal Division records; and yet, within series, the records are contained in expansion envelopes, manila envelopes, and manila folders, and some documents appear to have been misfiled. This may indicate that earlier series had been consolidated.

Real Estate Division records were maintained apart from the general file as early as July 25, 1918. These series have not been so easy to segregate or identify as those of the Legal Division. Judged by external appearance, the Real Estate Division records fall into three main classes. (1) A few records for the 1918-19 period were placed in ring binders (see entries 93 and 98-100). Most of these records were probably office files of individuals. (2) Other records for the 1918-19 period were fastened into folders (see entries 94-96). These records usually document a specific activity connected with the acquisition or disposal of real estate. (3) Most of these records were fastened into folders and placed in expansion envelopes, with labels listing the contents of each folder (see entry 91). Furthermore, there were specially designed guide cards for some of the records. It seems impossible to determine if these records at any time comprised one series.

During the course of its liquidation, which began on July 1, 1919, the USHC underwent a number of drastic curtailments. Whole divisions were eliminated and employees were discharged without adequate time for winding up their affairs. Records of the field offices were sent to Washington. When the Homes Registration and Information Division (the successor to the Reference Library and Information Division) was terminated on July 1, 1919, records of its units were moved from place to place and some of its functions and units were transferred for liquidation elsewhere, chiefly to the Real Estate Division.

During the preparation of this inventory it was found that series were often split within a division or were divided among divisions (see entries 71, 73, and 209). Sometimes it was simple to re-create record series from scattered record units, that is, the fragments of an alphabetical arrangement, when file markings and folder labels had the same physical appearance (see entry 73). In other cases, record units have been described as series parts with no attempt at refiling (see entries 11 and 211). In still other cases, the record unit has been described as a series fragment (see entries 93-96).

A housing official stated at the Senate hearings on November 5, 1919, "Our filing system was designed to carry on a work in progress. When the reverse lever was placed, people who were giving their services almost gratis left us, and we found our records not in shape to handle



as promptly as required by your requests." (The series described in entry 19 consists of documents probably withdrawn from a number of series to prepare reports for the Senate investigation and never refiled in their original locations.)

Later in November 1919 the President of the Corporation, finding that records of terminated units were not filed logically and systematically for convenient reference, assigned C. V. Badger to the task of inventorying agency records and reporting his findings and suggestions.

After investigating other Federal agency filing systems, Mr. Badger submitted a report on February 25, 1920, recommending that the USHC files be arranged in a manner similar to those of the Office of Supervising Architect of the Treasury Department. He noted that the files of the Office of Supervising Architect were divided into three groups--administrative, fiscal, and legal. The administrative files consisted of originals and first carbons of correspondence relating to the first building proposal, construction, operation, and disposal (if any) of the project, as well as copies of Legal Division titles and contracts and Fiscal Division statements and records of payments. Documents in the administrative files were fastened into folders, arranged by State, thereunder by city, and thereunder by building or project, and were filed in steel cabinets. The fiscal files consisted of documents similar to the fiscal records of the USHC and were arranged in the same manner as the administrative files. The legal files consisted of titles, contracts, and legal papers, copies of which were in the administrative files.

In his report Mr. Badger recommended that the USHC also divide its records into three groups--administrative, legal, and construction. He thought the administrative records should be divided by dates into the part that would revert to the Department of Labor and the part that would go to the agency to which the Housing Corporation might be transferred; he felt the latter part should include records of the Corporation officers, the Fiscal Division, and the Operating Division. He recommended that Legal Division records be kept intact and continue to be maintained separately. The group of records to which the report gave the most attention was the "construction" records. The "construction" records of the Transportation, the Homes Registration, and the Surveys and Statistics Divisions, he wrote, should be kept separate and all other "construction" records should be arranged by project in sequence of operation and under division of origin. He advised that the rearrangement should first be made of records for completed and canceled projects, and later for projects still under construction and/or in operation.

Mr. Badger further recommended that the General Manager's file be culled for project records to be incorporated in the "construction" files, that the Fiscal Division return Construction Division records removed from the files, that the general file be inserted in its current



arrangement, and that the Real Estate Division records not be disturbed but be transferred intact to the project files.

No directive has been found to endorse Mr. Badger's suggestions. Mr. Badger was assigned, however, to the Engineering-Construction Division in January 1920 and spent a few months rearranging and consolidating files, presumably according to the project method he recommended. The consolidation of the records described in entry 124 probably was done under his surveillance.

In June 1920, when the Corporation offices were moved from one building to another, approximately 100 steel file cabinets and miscellaneous boxes of the general file and field project records were stored at the Government Hotels.

By 1923 requests for information from records of the 1918-19 period were answered in the negative because the records were in "permanent storage" and were "practically inaccessible." Except for the operation of the Government Hotels and the Norfolk Ferries, activities of the Corporation at this time were confined to the disposal of real property. Claims and litigation arising out of property disposal, however, often resulted in the withdrawal of folders from closed fiscal, legal, and real estate files. The identification of legal and real estate records for the purposes of this inventory has been complicated because the functions and records of the two divisions gradually merged at this time.

There is evidence that between 1930, when the Government Hotels were closed, and 1940 the inactive housing records were moved nine times. In 1935 a National Archives deputy examiner found them stored in a temporary building, underneath the floor. They were on the ground and exposed to dust, dampness, and the hazard of fire. The files were disorganized. Many file drawers were rusted or stuck. Wooden boxes of records were nailed shut. Thereafter the records were moved to a warehouse and placed in storage that was inaccessible and inadequately protected. On February 17, 1941, the records were transferred to the custody of the National Archives.

When the Public Buildings Commissioner assumed charge of Housing Corporation affairs in 1937, he retained the original contracts, the original deeds on all contracts of sale of land, real estate correspondence, and legal documents and correspondence relating to land. Presumably the remaining USHC records were considered inactive and were placed in storage.

By the summer of 1942, when the active records were shipped to the New York office of the Home Owners' Loan Corporation, they were dusty, disorganized, and for the most part not arranged according to any recognizable filing system. The Home Owners' Loan Corporation spent considerable time rearranging and indexing the subject file for 1918-42 (see entry 154), identifying project files, and listing disposable



material. These records, as well as the records accumulated while the USHC was under the jurisdiction of the Federal Home Loan Bank Administration, contained folders and items withdrawn from earlier series for reference purposes (see entries 166, 170, 172, 173, and 179). Such withdrawn folders, readily identifiable both by physical appearance and content, were returned to their original locations (see entries 49, 50, and 91).

The files in the most disorganized condition were the miscellaneous records of the Legal and Real Estate Division for Philadelphia, 1920-42. These records fell into four main classes--(1) those withdrawn from earlier series for reference, (2) those to which documents of a later date had been added, (3) labeled folders of contemporary records, and (4) loose papers in unlabeled folders in no apparent order. Records in the last class, consisting of duplicate reading file copies, were culled from the records for disposal. The remaining documents in the fourth class were arranged as far as possible by subjects on folder labels. A few subject folders, such as "insurance," were set up. The end product was a file containing documentation for many facets of the complicated history of the Philadelphia project not documented elsewhere.

The disorganized condition of most USHC records presented problems not only in describing series content and arrangement but in assigning series to subgroups and in arranging subgroups in this inventory. It was not always easy to identify field records, particularly those relating to commandeered Washington houses. It was not possible to set a definite cutoff point or date for the end of operations and the beginning of liquidation. One phase of liquidation began a few days after the Armistice with the establishment of the Adjustment Committee. The operation of Government Hotels, however, continued until June 1930.

It has been difficult in every case to determine the organizational units to which liquidation records should be attributed after June 30, 1923, when payroll lists of the Bureau were no longer organized by division and there were 24 employees on the Central Office rolls. By July 1, 1931, there were only five employees.

The descriptions of the maps were supplied by Charlotte M. Ashby of the Cartographic Branch and those of the photographic records by Joe D. Thomas of the Audio-Visual Branch.

#### Presidents of the United States Housing Corporation

Otto M. Eidlitz	July 8, 1918-Mar. 1, 1919
LeRoy K. Sherman	Mar. 1, 1919-June 30, 1920
Robert Watson	July 1, 1920-Jan. 1, 1928
Lewis E. Reed	Feb. 1, 1928-Jan. 28, 1929
Mrs. Lulah T. Andrews	May 28, 1929-May 30, 1931
Theodore G. Risley	July 15, 1931-May 24, 1933
Charles E. Wyzanski, Jr.	May 24, 1933-June 21, 1933

Turner W. Battle  
Joseph Y. Dreisonstok  
Col. Donald H. Sawyer  
Raymond G. Church  
John H. Fahey  
E. E. Wendele  
J. S. Baughman

June 21, 1933-June 25, 1937  
July 25, 1937-Aug. 31, 1938  
Sept. 12, 1938-ca. Aug. 1941  
Sept. 16, 1941-Mar. 14, 1942  
July 13, 1942-June 15, 1948  
July 15, 1948-July 29, 1948  
July 29, 1948-Nov. 27, 1950





# RECORDS OF THE UNITED STATES HOUSING CORPORATION

## RECORDS OF THE CENTRAL OFFICE

### RECORDS OF PREDECESSOR AND OTHER RELATED AGENCIES

#### Records of the Section on Housing and the Housing Committee

RECORDS RELATING TO THE NEED FOR INDUSTRIAL HOUSING. Aug.-Nov. 1917. 10 in. 1

These records consist chiefly of replies to a questionnaire sent by the Section on Housing in August 1917 to more than 200 cities requesting information on the need for industrial housing. For those cities where the problem had been solved or where the congestion was serious, there are additional correspondence with chambers of commerce, real estate men, and architects and publicity material, brochures, pictures, and newspaper clippings describing local housing conditions and attempts to handle the industrial housing problem. Arranged alphabetically by name of city.

OFFICE FILE OF PHILIP HISS, CHAIRMAN OF THE SECTION ON HOUSING. May-Nov. 1917. 3 in. 2

Applications for positions with the Section on Housing; estimates of housing needs; correspondence with members of the Committee on Labor, the Subcommittee on Welfare Work, the Committee on Housing, the Emergency Fleet Corporation, the National Housing Association, the American Institute of Architects, and English housing officials relating to housing needs and methods of handling the problem; names and addresses of people who might serve as chairmen of local committees on housing; lists of industries that probably would be called upon to produce war supplies; and minutes of a meeting in which Mr. Hiss discussed the housing congestion in Bridgeport, Conn. Arranged by subject.

REPORTS. 1917-18. 1 in. 3

A report of the Section on Housing, dated September 21, 1917; a report of the "Ten Day Committee," dated October 31, 1917; reports on the housing shortage in England; a "Housing Statement Prepared for the War Shipping Committee of the Chamber of Commerce of the U. S.," by John Nolen, City Planner, Cambridge, Mass., June 1917; reports on the housing situation in Bridgeport, Conn.; and correspondence related to these reports.

MISCELLANEOUS CORRESPONDENCE. June-Oct. 1917. 1 in. 4

Chiefly correspondence with architects, housing experts, and public officials relating to the organization and operation of the Section on Housing and to requests for housing information. Arranged chronologically.

READING FILE OF THE HOUSING COMMITTEE. Jan. 1918. 1 in. 5

Carbon copies of letters and memoranda, referred to members of the



Housing Committee, relating to recommendations of personnel for policy positions with the housing agency, methods of housing construction, navy yard housing, and testimony before the Advisory Committee. There are related records in File No. 5489 of the records listed in appendix III. Arranged chronologically.

### Records of the Commission on Living Conditions

In October 1918 the Secretary of Labor appointed a Commission on Living Conditions of War Workers to investigate the extent to which local living conditions were a factor in retarding war production and to devise ways and means of improving such conditions. After the Armistice the Commission became known as the Commission on Living Conditions. It directed its attention to formulating national policies relating to housing and to living conditions.

A Committee on Conditions of Living, which had operated in the War Labor Policies Board from June until about September 1918, had recommended the establishment of such a commission to coordinate all efforts, both public and private, to secure proper living conditions and recreational opportunities for industrial warworkers.

The Commission held its first meeting on October 21, 1918, and operated until July 1, 1919. It held conferences and discussed problems on living conditions with the War Department, the Emergency Fleet Corporation, and other departments concerned with the local Washington situation. The Commission sought to stimulate local governmental units and public agencies to better serve community needs, to organize social and recreational centers near housing projects, and to influence the development of self-government and of commercial and social institutions in company-owned towns. It endeavored to have a permanent service on living conditions established in the Labor Department.

In addition, the Commission handled special problems, such as an investigation of the treatment of Puerto Ricans brought to this country to work on construction projects in the South. The housing situation in Washington, D. C., brought the Commission's attention to the city's other special problems. The need for emergency hospital facilities caused by the influenza epidemic, the overcrowding, the breakdown of the transportation system, and the inadequacy of the city's housing facilities in relation to the needs of Government employees led the Commission to propose a far-reaching city plan to care for the transportation and housing needs of the Nation's Capital. (For records relating to the housing of Government employees in Washington, see the records of the Committee on Requisitioned Houses, described in entries 70-74.) The Commission dealt also with the social problems caused by prohibition and the closing of the saloons.

There are related records in the records of the Committee on Conditions of Living in Record Group 1, Records of the War Labor Policies Board.



GENERAL RECORDS. May 1918-July 1919. 4 ft.

6

Correspondence with Federal agencies, recreation and other civic groups, and the public; copies of reports and studies on housing in the United States and other countries; minutes of meetings; and newspaper clippings relating to the activities of the Commission. Included also are copies of minutes of meetings and reports of the War Labor Policies Board's Committee on Conditions of Living that relate to recommendations for the establishment of the Commission. Arranged alphabetically by subject or name of person.

MINUTES. Oct. 21, 1918-June 21, 1919. 1 in.

7

Minutes of meetings of the Commission and of conferences held with representatives of other Federal agencies. Each set of minutes is arranged alphabetically by subject.

### Records of the Department of Labor

RECORDS FROM THE DEPARTMENT OF LABOR'S GENERAL FILES RELATING TO HOUSING MATTERS AND THE HOUSING CORPORATION. Oct. 1917-Apr. 1935; June-Aug. 1937. 1 ft.

8

Correspondence and reports relating to plans for a housing agency, the Section on Housing, the delegation of authority by the President to the Secretary of Labor to carry out the provisions of the housing acts of May 16 and June 4, 1918, the reasons for establishing a corporation to conduct housing activities and for establishing an additional corporation in Pennsylvania, the housing crises in Bridgeport, Conn., and Washington, D. C., commandeered houses, Government Hotels, the relationship of the USHC with the Office of Supervising Architect, the establishment of the Commission on Living Conditions, the authorization of loans to traction companies, municipalities, and utility companies, the right of municipalities to tax USHC property, and the transfer of the stock and functions of the USHC from the Department of Labor to the Department of the Treasury. It has not been ascertained why or when these records were transferred from the files of the Department of Labor to those of the USHC. Records relating to policies and specifications of the Bureau of Industrial Housing and Transportation and sample construction contracts for professional services are presently in file 118/1 among the general files of the Department of Labor. The records in this series are labeled file 118/1 and are arranged chronologically.

### RECORDS OF USHC PRESIDENTS

"PROJECT BOOKS." 1918-19. 6 ft.

9

The "project books" provided a convenient method of centralizing all important documentation relating to a given project. The six copies of project documents were fastened into folders by the Information Section. The 1st copies were maintained in the Office of the General Manager and, later, in the Office of the President; the 2d copies, in the Office of the Vice President; the 3d, 4th, and 5th copies, in the Information Section for reference purposes; and the 6th copies, in the Real Estate



Division. The records in this series are labeled copies "1." They consist of copies of investigative reports, project histories, correspondence, digests of correspondence, minutes of staff meetings, progress reports of engineers and project managers, contracts, maps, and interoffice memoranda relating to housing construction projects. Arranged alphabetically by name of project location. For a list of completed projects, see appendix I.

RECORDS OF OTTO M. EIDLITZ. Nov. 1917-Jan. 1919. 5 in. 10

Correspondence and memoranda relating to profiteering, restriction of less essential industries, priorities for housing needs, plans for financing housing construction, the role of private enterprise, the Housing Committee, the Office of Supervising Architect, and Bureau policies; and copies of form letters, questionnaires, and procedural issuances relating to the setting up of the housing program. There are related records in File No. 504 of the records listed in appendix III. Arranged alphabetically by subject.

RECORDS OF LEROY K. SHERMAN. Jan. 1919-June 1920. 5 ft. 11

Mr. Sherman, assistant chief engineer from April 1, 1918, until February 1, 1919, and chief engineer from February 1 until March 1, 1919, was President of the USHC from March 1, 1919, until June 30, 1920. His records consist of correspondence, interoffice memoranda, and reports relating to sales, claims, expenditures, the Senate investigation, project liquidation, and other agency activities. The records, in six groups, are arranged alphabetically as follows: (1) by name of organizational unit or project location; (2) by name of town; (3) by name of division; (4) by name of person; (5) statements of expenditures, by name of division; and (6) by subject.

"CLOSING REPORT OF BETHLEHEM PROJECT." Feb. 8, 1919. 2 vols. 5 in. 12

This report, in two volumes, was submitted by J. B. Lippincott, Works Superintendent. One volume contains a 242-page narrative report, a map, blueprints, and a statistical chart; the other volume contains photographs. Both volumes are indexed. For supplemental reports on the Bethlehem project, see entry 11.

REFERENCE FILE OF LEROY K. SHERMAN. 1918-20. 3 in. 13

This is a fragmentary file consisting of copies of proposed legislation and congressional hearings. Arranged by subject.

RECORDS OF ROBERT WATSON. 1918-27. 4 ft. 14

Mr. Watson, Assistant to the Secretary of Labor, was the USHC President from July 1, 1920, until January 1, 1928. These records consist of correspondence, minutes, and reports relating chiefly to the operation of Government Hotels and the Norfolk County Ferries, the disposition of project property, and the settlement of claims. Arranged alphabetically by subject or project location.

RECORDS OF LEWIS E. REED. July 1919-Dec. 1928. 5 ft. 15

Mr. Reed was Treasurer of the Corporation from June 30, 1920, until



his death on January 28, 1929. In addition to filling this position, he became President of the Corporation on February 1, 1928. The records described in this entry reflect his activities in both of these positions. The records include correspondence with Members of Congress relating to proposed legislation and to Senate investigations of the USHC, with transportation and utility companies relating to loans, and with officials of the USHC and of other Government agencies and the public relating to such matters as audits, accounts, disbursements, and defects in housing construction. Some of the folders have subject labels as well as file numbers. Some folders originally belonging to this series were withdrawn and incorporated with later series (see entries 166, 173, 176, 179, and 182). These records are arranged numerically by file numbers listed in appendix II.

#### Records Relating to the Senate Investigation

On July 28, 1919, Senator Bert M. Fernald, Chairman of the Senate Committee on Public Buildings and Grounds, wrote to LeRoy K. Sherman, the USHC President, for the following: requests, reports, and recommendations which led to USHC projects and determined their character; original specifications; detailed cost estimates; names of individuals preparing specifications and names of contractors; copies of invitations, bids, contracts, and contract changes; original vouchers; and itemized statements of payments.

On October 11, 1919, Senate Resolution 210 directed the Senate Committee "to inquire into the costs, construction, operation, maintenance and future disposition of public buildings" under the jurisdiction of the Federal Government. Senate hearings on the activities of the USHC were conducted from August until November. In addition to project costs, subjects under discussion were the cost of automobiles used by the USHC, the cost of abandoned projects, the reason the services of the Office of Supervising Architect were not used in project planning, and defalcations of Government funds at Bridgeport, Conn., and Bethlehem, Pa.

The USHC collected information for a rebuttal, which it was never allowed to present. Mr. Sherman's letter to Senator Fernald, complaining that such a rebuttal had not been permitted and defending the USHC conduct of project operation, was submitted to the press and published.

GENERAL RECORDS. Oct. 1918-Apr. 1920. 2 ft.

16

Correspondence, memoranda, and reports relating to automobile operating costs, abandoned projects, defalcations, commandeered houses, furniture, insurance, real estate sales, industrial relations, Senate hearings, distribution of the USHC "final" report, and publicity given to the investigation; audits of USHC accounts by commercial auditing firms; copies of contract forms; statements of loans to utility and traction companies; balance sheets; lists of employees; contracts; and annotated copies of the report of the Public Buildings Commission, dated April 30, 1914, and the annual report of the Office of Supervising



Architect, dated June 30, 1918. Some documents, withdrawn from other series pertinent to the Senate inquiry, have been incorporated into these records. The records are in two parts:

1. Records arranged alphabetically by subject, with correspondence on the original Senate request for information and material collected for the USHC rebuttal at the beginning.

2. Records arranged alphabetically by name of company. Included are cross-reference sheets to names of correspondents in part 1.

RECORDS OF ERSKINE M. SUNDERLAND. 1919-20. 2 in. 17

On September 18, 1919, Mr. Sunderland was appointed Assistant to the President with special duty in charge of supervision and compilation of data required by the Senate investigating committee. These records include Mr. Sunderland's diary for the period October 20-November 26, 1919, relating in detail the requests made in person by members of the Senate committee staff for information and records, and copies of subpenas. Mr. Sherman's letters to Senator Fernald and the press, and copies of newspaper clippings for January 1920 are also included. Arranged chronologically.

PROJECT RECORDS. Oct. 1918-Oct. 1919. 2 ft. 18

Requests for project information, specifications, and analyses of expenditures; letters of transmittal of project documents; newspaper clippings; correspondence; and reports. Included are documents withdrawn from other series that were pertinent to the Senate inquiry and that were incorporated with these records. Arranged numerically by project number.

DIVISIONAL REPORTS. 1918-20. 1 ft. 19

Weekly reports, June 27, 1918-June 28, 1919, and monthly reports, July 1919-December 1920, most of which were withdrawn from the records of the General Manager, the general file, and the file of the Reference Library for use in the Senate investigation. Included are lists of architects, project engineers, town planners, and subcontractors, collected also for use in the Senate investigation; and copies of Department of Labor monthly reports for the latter part of 1920, as well as its reports entitled "Appropriations and Receipts for Fiscal Year Ending July 30, 1920," and "Statement of Sales," dated July 1, 1921. Arranged chronologically.

#### Records Relating to Reports to Congress

Section 6 of the Housing Act of May 16, 1918, provided that a full and detailed report of the transactions and activities covered by the act be presented at the beginning of each session of Congress. It provided further that a final report be presented to Congress immediately after the declaration of peace. The amendment of July 19, 1919, provided for special reports to Congress on December 31, 1919, and June 30, 1920, on sales, together with detailed statements of receipts and expenditures. The act of March 21, 1922, provided for reports to



Congress, from time to time, of all settlements and adjustments made under the authority of the Housing Act and its amendments.

Reports were prepared under the following dates: December 3, 1918, covering operations from the beginning of the Corporation through October 31, 1918; May 19, 1919, covering the period November 1, 1918-February 28, 1919; June 21, 1919, Volume II, Houses, Site-Planning, Utilities, covering the work of the Architectural, Town Planning, and Engineering Divisions; January 3, 1920, Volume I, Organization, Policies, Transactions, called a "final" report; and February 17, 1920, Volume I, covering the period March 1-December 31, 1919. In January 1947 the Federal Home Loan Bank Administration submitted to Congress a report on the liquidation of the Corporation and a final report, both for the period March 1, 1942-June 30, 1945. In March 1947 the Comptroller General submitted a report of the audit of June 30, 1945. Printed copies of all these reports have been located among the records except the reports of May 19, 1919, and February 17, 1920. For a typescript copy of the latter report, see entry 195.

Annual reports of the Secretary of Labor, 1918-37, and the 10th, 11th, and 12th annual reports of the Federal Home Loan Bank Administration include comments and statements relating to the activities of the Housing Corporation.

A Committee on Publications, with Dr. Ford as its Chairman, was set up in February 1919 to prepare a general report on the USHC. From the termination of the Homes Registration and Information Division until his resignation in the middle of August 1919, Dr. Ford continued his editorial work on Volume I of the "final" report. H. V. Hubbard edited Volume II.

GENERAL RECORDS. 1919-20. 2 ft.

20

These records are in three parts:

1. Minutes of staff conferences and meetings of the Committee on Publications, correspondence and interoffice memoranda with officials and former officials of the Bureau pertaining to agency activities and to plans for the preparation of the report of May 19 and the "final" report, and lists of personnel. There are related records in File No. 432 of the records listed in appendix III. Arranged by subject.
2. Drafts of the report of May 19.
3. Correspondence and memoranda relating to the preparation, publication, and distribution of Volume II. Unarranged.

#### RECORDS OF THE OFFICE OF VICE PRESIDENT

RECORDS OF IRVING E. MACOMBER. Mar. 1919-June 1920. 5 ft.

21

Mr. Macomber was Vice President of the USHC from March 1, 1919, until June 30, 1920. The Chief Clerk and the Real Estate, the Operating, and the Homes Registration and Information Divisions reported directly to him. There are related records in File No. 5517 of the records listed



in appendix III. Mr. Macomber's records consist of correspondence, memoranda, and reports relating to real estate investment studies, the Committee on Organization, Government Hotels (filed under Washington Residence Halls), uniform cost accounting, and project operation and liquidation. They are in two parts:

1. Subject file, arranged alphabetically by subject or by name of organizational unit, Government agency, or person.
2. Project file, arranged alphabetically by name of project location. (Records for the Vallejo project are filed under Mare Island and those for the Bremerton project are filed under Puget Sound.)

### Records of the Reference Library

The Reference Library collected housing publications, photographs, and newspaper clippings for the use of Bureau personnel. Miss Theodora Kimball, librarian of the School of Landscape Architecture of Harvard, was consulting librarian until June 1, 1919, and Miss M. A. McCarthy was assistant librarian.

The Reference Library was successively a unit of the Reference Library and Information Division set up on May 1, 1918, the Homes Registration and Information Division, and the Publications Division. On October 1, 1919, the Reference Library was transferred to the immediate supervision of the Vice President of the USHC. Its last monthly report was dated June 2, 1920. The Reference Library was probably transferred to the library of the Department of Labor on July 1, 1920.

"VERTICAL FILE." 1918-19. 3 ft.

22

Pamphlets, cuttings from periodicals, and mounted newspaper clippings relating to labor laws, labor turnover, housing legislation, rent profiteering, Government housing, copartnership housing, commandeering of houses, building materials, and financing of housing, all accumulated by the Reference Library for the use of Bureau personnel. These records are in two parts:

1. Records arranged numerically, 224-3633, by numbers assigned to subjects, and filed in folders labeled with the numbers, the contents, and the subject matter.
2. Records, in three groups, arranged alphabetically by State, by foreign country, and by city.

RECORDS RELATING TO LOCAL HOUSING ASSOCIATIONS. 1917-19. 5 in.

23

During the early months of 1918 a plan was considered for inducing communities to form local housing corporations to build industrial housing. This plan was abandoned in favor of construction by direct Federal action. These records consist of certificates of incorporation, codes of regulations, bylaws, publicity pamphlets, and annual reports relating to housing organizations in several communities. Arranged alphabetically by name of city.



MISCELLANEOUS MATERIAL RELATING TO THE REFERENCE LIBRARY. 1918-19.  
1 in.

Procedural circulars, instructions on operations, and reports on activities.

24

### Photographic Records

PHOTOGRAPHIC PRINTS: HOUSING PROJECTS. 1918-20. 5 ft.

25

Photographs, including panoramic prints, showing progress of construction, poor housing conditions, completed interiors, and housing for factory workers in the United States and France. Arranged by place.

PHOTOGRAPHIC NEGATIVES: HOUSING PROJECTS. 1918-19. 4 ft.

26

Copy negatives of grading plans and street layouts and original negatives of housing projects at Bethlehem, Pa., and Bremerton, Wash. Arranged by place.

LANTERN SLIDES: HOUSING PROJECTS. 1918-19. 6 in.

27

Standard-size glass lantern slides for publicizing the housing projects. Arranged by place.

POSTERS: HOUSING FOR WAR WORKERS. 1918-19. 6 in.

28

Lithographic posters publicizing the housing projects.

DRAWINGS: HOUSING PROJECTS. 1918. 4 items.

29

Architects' drawings of the Livingston Park Project at Lowell, Mass., and of habitations in France, published by the Ministry of Public Instruction and Fine Arts. Arranged by place.

### RECORDS OF THE OFFICE OF SECRETARY

MINUTES OF MEETINGS OF THE BOARD OF DIRECTORS OF THE UNITED STATES

HOUSING CORPORATION OF NEW YORK. 1918-52. 1 ft.

30

The records for the period July 1918-June 1937, when the Corporation was under the jurisdiction of the Secretary of Labor, are in five bound volumes and a folder. The records for the period July 1937-March 1942, when USHC activities were delegated to the supervision of the Commissioner of Public Buildings, are in a bound volume. The records for the period July 1942-September 1952, when the USHC was administered by the Federal Home Loan Bank Administrator, are in a ring binder. Included with the minutes are copies of the certificate of incorporation, bylaws, a list of agreements entered into by the Corporation, a list of personnel transferred from the Bureau of Industrial Housing and Transportation to the USHC, schedules of executive approval of contracts for real property, property inventories, minutes of annual meetings of stockholders (filed in a separate folder for the period 1937-40), oaths and notarized certificates of election inspectors, memoranda relating to the transfer of the USHC from the jurisdiction of one Federal agency to another, the certificate of dissolution, and memoranda relating to the termination of the Corporation. Arranged chronologically.



"EXHIBIT FILE." 1942-45. 5 in.

31

Correspondence; copies of deeds; financial statements relating to insurance, disposition of properties, and the auditing of accounts; and copies of amendments of the bylaws. These records are referred to in the minutes described in entry 30 and are arranged numerically by exhibit file number, 1-55.

#### MINUTES OF MEETINGS OF THE BOARD OF DIRECTORS OF THE UNITED STATES

HOUSING CORPORATION OF PENNSYLVANIA. 1918-33, 1941-50. 3 in. 32

There were no separate minutes for the period March 29, 1933-October 8, 1941. The Corporation had no separate books; its assets were carried on the books of the New York Corporation. Its dissolution was effective on February 28, 1951.

The records include minutes of annual meetings of stockholders and related records, a copy of the bylaws, and papers relating to the dissolution of the Corporation. Arranged chronologically.

RECORDS RELATING TO CORPORATE MATTERS. 1918-52. 4 in. 33

Correspondence relating to the reasons for incorporating in Pennsylvania; the petition, certificate of incorporation, and letters patent for the Pennsylvania Corporation; letters of resignation of Board members; Corporation seals; waivers of notices of stockholders meetings; oaths of inspection of elections; and correspondence relating to the dissolution of the USHC. Unarranged.

STOCK CERTIFICATE BOOKS. 1918-48. 2 in. 34

Two books, 8" x 12", containing stock certificates issued and canceled, statements of assignment of certificates, and related memoranda. One book relates to stock issued by the New York Corporation; the other book relates to stock issued by the Pennsylvania Corporation.

RESOLUTIONS OF THE EXECUTIVE COMMITTEE APPROVING CHANGE ORDERS. 1919. 2 in. 35

Arranged chronologically.

#### RECORDS OF THE OFFICE OF TREASURER

The Treasurer was responsible for the care and custody of Corporation funds and securities. He signed certificates for issued capital stock; he also signed checks, drafts, notes, and orders for payment; and he made all payments for expenditures of the Washington office.

Pursuant to a resolution of the Board of Directors of July 24, 1918, 29 disbursing officers were appointed to make disbursements in the field; they were bonded for \$10,000. They had independent accounts, with individual numerical symbols, with the U. S. Treasury. Schedules of their disbursements were forwarded to the Treasurer.

George G. Box was the first Treasurer. He had been a Department of Labor disbursing clerk, who was appointed fiscal adviser when \$60,000



was made available on March 12, 1918, from the President's funds for national security and defense, for use by the Bureau of Industrial Housing and Transportation. He was succeeded as Treasurer on March 8, 1919, by Carroll H. Brewster, who in turn was succeeded by E. V. Parker on January 26, 1920. Mr. Parker resigned on May 31, 1920. Robert O. Kerby was appointed Treasurer on June 1, 1920. On June 30, 1920, Lewis E. Reed was appointed Treasurer, an office he continued to hold until his death on January 28, 1929.

For related records, see the records of the Fiscal Division described in entries 40-47.

JOURNAL ENTRIES AND SUPPORTING DOCUMENTS. 1918-35. 4 ft. 36

Journal entries, other fiscal documents, and related correspondence pertaining to all payments made to architects, engineers, town planners, and transportation and utility companies; and payments to contractors for plant rentals and fees, payments for expenses incurred in the Washington office, payments covering the purchase of real estate, and advances to disbursing officers. The journal entries give the account, the amount of debit and credit, and explanatory notes. Arranged numerically by voucher number, J1-J1973. Vouchers for Bureau of Industrial Housing and Transportation expenditures from Department of Labor appropriations and a few folders are at the end of the series.

RECORDS MAINTAINED BY THE EXECUTIVE SECRETARY

MEMORANDA OF MISS HARLEAN JAMES, EXECUTIVE SECRETARY. 1918. 6 in. 37

Memoranda relating to descriptions of real estate, arranged alphabetically by name of project; memoranda relating to recommendations and decisions for project activities. Also memoranda giving information on all projects as of October 22, 1918, and November 1, 1918, such as name and number of project; number and kind of buildings; cost of services of architects, engineers, and town planners; estimated cost of buildings, utilities, and surface improvements; utilities required and methods of financing; and land required. Arranged by subject.

FORMS RELATING TO AUTHORIZATIONS FOR BUREAU ACTIVITIES. Jan. 1918-Feb. 1919. 1 ft. 38

Consist of ribbon copies of (1) "Authorizations and Allotments" signed by the Director of the Bureau, (2) "Executive Orders" signed by the Assistant Director, and (3) "Individual Assignments" signed by the General Manager. "Authorizations and Allotments" authorized an activity and allocated funds to carry it out; "Executive Orders" gave the location of the activity, the name of the responsible division, and a description of the work to be done, such as the investigation of housing or transportation needs, the purchase of real property, the establishment of homes registration committees, or project construction; and "Individual Assignments" included such information as the date work was begun, the estimated date of completion, and the remark "contract executed." The individual assignment form designated the person responsible for specific



work. These three kinds of forms are interfiled and are arranged alphabetically by name of town.

#### RECORDS OF THE OFFICE OF GENERAL MANAGER

The Architectural, Town Planning, and Engineering Divisions (design divisions) and the Construction Division reported through the General Manager to the Director of the Bureau. Burt L. Fenner was General Manager from March 18, 1918, through February 15, 1919. On March 1 the Office of General Manager was abolished, but Lionel Moses continued as Assistant General Manager until May 15, 1919.

GENERAL RECORDS. 1918-19. 4 ft.

39

These records are in four parts:

1. Correspondence with the Committee on Conditions of Living, the War Industries Board, and USHC officials; interoffice memoranda; and reports relating to construction activities, project costs, labor conditions, and accounting methods, February 1918-March 1919. Arranged alphabetically by subject.

2. Copies of letters and memoranda of the General Manager, the Assistant General Manager, and the President relating to housing problems and conditions, August 1918-March 1919. Arranged alphabetically by name of addressee.

3. Correspondence, memoranda, and reports relating to the investigation of housing needs and project operation, July 1918-May 1919, with a few documents dated 1920. Arranged in reverse alphabetical order by name of town or type of building (schools, hospitals, and the like).

4. Digests of mail, May-November 1918; reports of conferences, July-November 1918; copies of Executive orders authorizing project work and other activities, May 1918-January 1919; interoffice memoranda relating to the operation of the USHC, June 1918-May 1919; procedural issuances, notices of changes in personnel, and descriptions of duties of divisions, April 1918-May 1919; and correspondence relating to a dinner given for Otto M. Eidlitz, the first USHC President, in January 1919. Arranged in the order listed.

#### RECORDS OF THE FISCAL DIVISION

The Fiscal Division was set up in accordance with section 6 of the Housing Act of May 16, 1918, which stipulated that the housing agency was to furnish a complete detailed report at the beginning of each session of Congress of all moneys disbursed, showing the purposes for which they were expended.

The Fiscal Division was headed by the Comptroller, who was in charge of auditing and recording payments and accounts. The General Auditor was charged with preparing a manual of instructions and accounting forms and with auditing disbursements. The chief accountant was responsible for the system of control accounts; he was in charge of account books, and he prepared balance statements as well as analytical



and financial statements. The chief project auditor had charge of administrative audits of payments made in the field. Traveling auditors and field auditors for each project reported through the General Auditor to the Comptroller.

Frank Quilter was Comptroller from August 15 until December 31, 1918; Henry M. Webster, from January 1 until June 30, 1919; and William M. Soleau, from July 1, 1919, until July 1, 1920. When Mr. Soleau resigned, the direction of the Fiscal Division was taken over by the Treasurer, Lewis E. Reed. The Division probably remained under his direction until his death in 1929. Some time in 1929 Charles H. Gerner became head of the Fiscal Division.

FINANCIAL STATEMENTS FOR REPORT TO CONGRESS ON MAY 19, 1919. 4 in. 40

These statements, prepared by the Fiscal Division for the period July 9, 1918-February 28, 1919, are bound into folders and are labeled Volume 2, Books 1-6. They consist of balance sheets and statements of real estate purchased, of fees or expenses paid to architects, town planners, and engineers, and of amounts paid on construction contracts, salary analysis, and cancellation losses. Arranged numerically by book number in the order listed.

PERIODIC FINANCIAL STATEMENTS. 1918-34; 1937; 1940. 1 ft. 41

Balance sheets of assets and liabilities, together with supporting exhibits on losses, loans, advances, accounts receivable, departmental overhead, construction costs, real estate purchases and sales, and distribution of revenues and collections. Most of the statements are typed copies bound into folders. They were maintained originally by the General Auditor. Included are monthly statements for the period August 1918-December 1921 and quarterly statements for the period 1922-24. The records are in three parts:

1. A statement for the period July 9-October 31, 1918, probably prepared for the first annual report.
2. Statements for the period August 1918-June 1923. Arranged chronologically.
3. Work papers and some typed statements, interfiled, for the period November 1920-December 1934. Included are incomplete drafts of statements for 1937 and 1940. Arranged chronologically.

CORRESPONDENCE OF H. M. WEBSTER, COMPTROLLER. 1918-19. 8 in. 42

Relates to such matters as shortages in accounts of field auditors, acknowledgments of applications for employment, requests for confidential investigations of firms, salary increases of employees, insurance, and income tax of nonresident aliens. Included is correspondence with the Bureau of Efficiency relating to forms and with the Adjustment Committee relating to claims. Arranged alphabetically by subject or name.

MISCELLANEOUS MATERIAL OF CHARLES H. GERNER. 1921-31. 5 in. 43

Mr. Gerner was head of the Fiscal Division in 1929. This material consists of an expansion envelope containing the following records for



1929: descriptions of functions of the Legal and Real Estate Division, the Fiscal Division, and Government Hotels; a diary of activities and a description of duties of Mr. Gerner; ledgers, 1926-28, showing contracts receivable, bank balances, and unsold real estate; statements, 1921-31, of real estate appraisals and sales; and a binder containing graphs, 1921-23, showing collections of money owed to the USHC on real estate sales. Arranged in the order listed.

RECORDS RELATING TO THE DISPOSAL OF THE SEVEN PINES PROJECT PROPERTY.  
1918-20. 2 in. 44

Cost sheets of recapitulation of construction costs and overhead expenses, and an inventory of material on hand for the Seven Pines housing project; reports on valuation of physical property for the Richmond and Seven Pines Railway; and a report of a conference, with related correspondence, pertaining to the proposed sale of both the housing property and the railway. Some of these documents may have been withdrawn from other files. Arranged in the order listed.

MISCELLANEOUS MATERIAL OF THE FISCAL DIVISION. 1918-20. 5 in. 45

Correspondence, reports, memoranda, financial statements, and work papers that probably constitute fragments from several series. The documents bear file stamps of the Offices of the President, the Treasurer, the Comptroller, and the General Auditor. Most of the records relate to the collection of information for the Senate investigation. Included are a report on the method of accounting and forms used in connection with the operation of USHC houses and dormitories, a report on Fiscal Division activities, and correspondence and memoranda relating to the transfer of project property at Woodbury, Tullytown, and Seven Pines to the Ordnance Department on April 1, 1919, and to the establishment of a permanent bureau on housing and living conditions.

PROJECT OPERATING LEDGERS. 1919-31. 4 ft. 46

These ledgers contain such entries as cash undeposited, contracts receivable, accounts receivable for rentals and sale of real estate, capital investments, and earnings. They were maintained for projects at Alliance, Bath, Bremerton, Cradock, Erie, New Brunswick, Niagara, Niles, Rock Island, and Vallejo. These ledgers, probably maintained instead of general ledgers, are arranged alphabetically by project.

LEDGERS OF ACCOUNTS FOR SALE OF REAL ESTATE. 1919-23. 3 in. 47

Contain ledger sheets for active and inactive projects. Arranged chronologically.

#### RECORDS OF THE LEGAL DIVISION

This Division was set up in April 1918. Much of its work was of an advisory nature and was handled through Bureau and interagency conferences. There were no precedents for many questions of policy, procedure, or cooperation with other agencies.



Local attorneys were employed to advise on legal questions distinctly local in character.

The earliest legal question confronting the Bureau was the advisability of incorporation and the problems arising therefrom. As Corporation activities extended to more than 20 States, as well as the District of Columbia, it was necessary to consult laws of those States on statutes affecting the status of the Corporation and its powers. An Illinois statute prohibited any "foreign" (that is, out-of-State) corporation of any character from holding real property in the State. Therefore real property was acquired in Illinois in the name of the United States of America. For the situation in Pennsylvania, see "Records Relating to Philadelphia Properties," p. 70.

Other legal problems involved the acquisition of real property. The Legal Division cooperated with the Real Estate Division in the negotiation of property purchases, the removal of liens and encumbrances, the framing and execution of contracts for purchase and of deeds, and property payments. The Legal Division drew up the necessary forms and devised the procedure to be followed in requisitioning property.

The Legal Division drafted other contracts, such as those with public service companies and municipalities; those for personal services of architects, town planners, and engineers; those for general construction work; and those for loans.

For problems involving the taxability of Federal corporate property, see "Records Relating to Contracts for Payments in Lieu of Local Taxes," p. 43.

With liquidation, new problems arose. The Legal Division drafted contracts for sale of real property as well as deeds and other legal instruments for the disposal of Corporation property. Its services were used in litigation cases arising out of the disposal of property.

Albert B. Kerr was Chief Counsel from May until August 14, 1918; Charles P. Howland, from September 1 until December 15, 1918; Stuart Chevalier, from March 1 until June 15, 1919; Thomas W. O'Brien, from June 15, 1919, until April 24, 1941; and Gordon Eakle, from July 1941 until February 24, 1942. For legal records of the Legal and Real Estate Division for the 1924-42 period, see entry 154.

GENERAL RECORDS. 1918-21. 6 ft.

Copies of suggested, pending, and approved legislation on housing and the USHC in general, on rent control for the District of Columbia, on the authority for the payment of special assessments, and on plans for a permanent housing agency; drafts of deeds, leases, bonds, contracts, liens, mortgages, and other legal instruments; reference pamphlets and newspaper clippings relating to housing; correspondence and memoranda relating to claims, the preparation of contract forms, contractual

48



relations, the suspension of the 8-hour law, the payment of time and a half for overtime, the military draft of manpower, insurance, complaints of rent profiteering, and the authority of the USHC to commandeer houses; correspondence with secretaries of State (other than New York) relating to procedure for the operation of the Housing Corporation within State borders; correspondence with local attorneys relating to matters of local jurisdiction; and opinions relating to insurance, taxation, the jurisdiction of the United States over land, the legal relation of the USHC to the United States, and the meaning and validity of adjustments of claims on contracts. Arranged alphabetically by subject.

CONTRACTS AND RELATED RECORDS. 1918-24. 6 ft.

49

Signed and sealed copies of contracts with construction firms and subcontractors for housing and transportation construction projects (annotated with fiscal contract numbers); copies of adjustments of such contracts for designing and supervisory engineers and for professional services of architects; copies of blueprints for electrical distribution systems; and correspondence with subcontractors, Members of Congress, and municipal officials relating to claims, dedication of parks, supervision of schools, and local taxation of Federal property. There are a few documents dated as late as 1926. The records for a single project are in one or more envelopes and are arranged alphabetically by name of project location. Records relating to agreements with utility and traction companies, resolutions of the Executive and Salvage Committees, and change orders regarding adjustments of contracts are at the end of the series.

RECORDS RELATING TO AGREEMENTS AND CONTRACTS. 1918-22. 7 ft.

50

Correspondence with "local counsel" (attorneys in project towns whose services were utilized in solving local legal questions), municipal officials, officials of transit and utility companies, and Members of Congress relating to the terms, execution, completion, and/or cancellation of contracts and agreements for loans, payments for utilities and services, purchase and requisitioning of real estate, and supervision of schools; copies of agreements, petitions, resolutions, and ordinances; verified copies of contracts, chiefly for public utilities and transportation facilities; copies of adjustments of such contracts approved by the Adjustment Committee; photographs; and abstracts of title of real property. There are a few documents dated as late as 1927. The records for a single project are in one or more manila folders or expansion envelopes. These records are related to those described in entry 49 and probably include some documents that should have been filed in that series. Arranged alphabetically by name of project location, thereunder alphabetically by subject.

PERSONAL CORRESPONDENCE OF LOUIS S. WEISS. Sept. 1917-Mar. 1919.

1 in.

51

Mr. Weiss, a member of the legal staff of the War Industries Board, was legal adviser in the Legal Division of the USHC from May 1, 1918,



until March 18, 1919. These records consist chiefly of personal correspondence but include a diary of Mr. Weiss' activities as well as correspondence relating to such problems as title searching, condemnation and requisition proceedings, and the preparation of deed, lease, and contract forms. Arranged chronologically.

FILE OF THOMAS W. O'BRIEN RELATING TO THE INTERDEPARTMENTAL BOARD OF CONTRACTS AND ADJUSTMENTS. 1921-22. 2 in. 52

Mr. O'Brien was a member of this Board, which was established in the Office of General Supply. The file consists chiefly of the following mimeographed issuances: the memorandum establishing the Board, proceedings of meetings, the standard form for contracts, and general instructions to builders. Included are letters of notification of meetings. Arranged chronologically.

#### RECORDS OF THE SERVICE DIVISION

This Division, whose activities were originally in the Fiscal Division, had charge of supplies, mail, files, and stenographic services. It was headed by a Chief Clerk, an office held by W. R. Graham from April 10 until October 27, 1918; by Julius Tuckerman from October 28, 1918, until May 14, 1919; and by John M. Kline from May 15, 1919, until May 30, 1924.

RECORDS RELATING TO USHC PLANS FOR LIQUIDATION. Jan. 1919-Apr. 1922. 6 in. 53

Lists of personnel; applications for employment; interoffice memoranda relating to applications for leave, requests for personnel, notices of appointments, transfers, and releases from employment; copies of letters of recommendation for resigning employees; requests for transportation to legal residence by employees earning \$1,400 a year and less, who resigned between November 11, 1918, and March 21, 1919; organization charts; and reports of the Committee on Organization. (This Committee was appointed on May 12, 1919, to make the operation of USHC organization and personnel more efficient and economical by consolidating and eliminating organizational units and reducing personnel.) Arranged by subject.

EMPLOYEES' APPLICATIONS FOR POSITIONS WITH THE USHC. Jan. 1918-Aug. 1919. 6 in. 54

These applications give names, addresses, education, experience, and references for applicants who were later employed. Some applications are annotated with recommendations of the office in which the applicant worked. These records are fastened into folders and are arranged alphabetically by name of employee.

#### Records Maintained by the General File Unit

According to General Order No. 2, dated April 1, 1918, the general file was set up as a numerical file containing all records relating to



general business, such as projects and advertising, stock correspondence, minutes of meetings, and interoffice memoranda.

Incoming letters were first referred to the head of the division having charge of the matters to which they related and thereafter to all others who might be interested. The letters, together with copies of the answers, were to be sent eventually to the general file. The file unit assigned consecutive numbers to the correspondence to be filed. The records filed under some numbers represent a single transaction. In other cases, all the documents relating to a specific activity or organizational unit are filed together under a single number.

The divisions were not consistent in sending records to the general file. In November 1919 folders previously maintained elsewhere were sent to the file unit and were probably interfiled in the general file. (For an example, see records in file 1993.) A number of files relating to the early period of the housing program are filed in the last 1,000 numbers. For a list of significant subjects, see appendix III.

The file unit assigned to each project a general file number to be used on all project drawings, estimates, correspondence, and accounts. Project records were to be filed by this number under the following headings: Organization, Insurance, Accounting, Engineering, Purchasing, Traffic Department, and Photographs. With the exception of the project file described in entry 57, it has not been determined whether any of the numbered project files described in this inventory were intended to be a part of the general file. Lists, arranged alphabetically by project name and numerically by project number, of projects and cities referred to in the general file were distributed to all units. For an alphabetical list of completed projects, see appendix I.

In addition, the file unit had charge of the employment file, which is now in the Federal Records Center, St. Louis, Mo.

Effective January 1, 1920, the use of the general file for filing correspondence was discontinued.

INDEX TO THE GENERAL FILE. 1918-20. 35 ft. 55

Cards, 4" x 6", giving résumés and dates of correspondence and reports in the general file. Arranged alphabetically by name of person, firm, place, or organizational unit.

GENERAL FILE. Nov. 1917-Jan. 1920. 36 ft. 56

Correspondence with manufacturing companies, chambers of commerce, housing and real estate associations, officials of Government agencies, and the public; reports; minutes of meetings; newspaper clippings; procedural issuances; and a few photographs relating to the organization, operation, and activities of the Section on Housing, the Housing Committee, the Housing Bureau, and the Housing Corporation. Arranged numerically by file number, 1-5598. For a list of significant subjects, see appendix III.



PROJECT FILE NO. 1368 FOR SEVEN PINES PROJECT. 1918-19. 1 ft. 57

Seven Pines, a hamlet 7 miles east of Richmond, was the site of a "bag loading plant" (a plant to load explosive charges). The plant was operated by E. I. du Pont de Nemours and Co. under Government contract; it employed several thousand workers, mostly women and girls, who worked on shifts. The nearest housing accommodations were in Richmond. There was no train passenger service. The only transportation from Richmond consisted of a single-track trolley. Since there would be no postwar demand for permanent housing in Seven Pines and there was no municipality with which to contract for the construction of utilities, the USHC constructed utilities and temporary housing, installed special train service from Richmond on the Southern Railroad for project construction workers, and purchased the Richmond and Seven Pines Street Railway, making arrangements for its operation by the Virginia Railway and Power Co. for plant workers.

The records consist of correspondence, memoranda, and reports relating to investigations of housing needs and transportation facilities, the availability of housing in Richmond, project construction and operation, the operation of transportation facilities, and the transfer of project property to the Ordnance Bureau. Arranged by name of USHC division or other Government agency having jurisdiction over the activity, thereunder by name of type of building constructed (cafeterias, hospitals, and schools) or by type of record (reports and estimates).

#### RECORDS OF THE HOMES REGISTRATION AND INFORMATION DIVISION

This Division was set up in compliance with a memorandum of June 13, 1918, from the Secretary of Labor. Its function was to exploit fully all existing housing and boarding facilities so that the need for Government housing construction could be reduced to a minimum. The Division took over the functions of the Reference Library and Information Division, which was essentially a housekeeping or service division. The Homes Registration and Information Division was abolished on June 30, 1919. The Publications Division, set up the following day to liquidate certain of its activities and to prepare the USHC "final" report, probably went out of existence in September. Dr. James Ford was Manager of all three Divisions.

To accomplish the main function of the Homes Registration and Information Division, the U. S. Homes Registration Service was organized, with Dr. Ford at its head. Local homes registration committees were organized, which were responsible for surveys of existing housing, the selection of committee personnel, and the raising of funds for committee activities. The activities of the local committees were coordinated through a Homes Registration Section in the Washington office, with Edward L. Schaub as Chief from November 4, 1918, through June 30, 1919.

In the summer of 1918 field agents were sent to industrial communities to promote canvasses of vacant housing facilities. They obtained the consent of local postmasters to allow postmen to record the address



and give a brief description of each vacant housing facility. Later, more detailed vacancy canvasses, covering rooms as well as apartments and houses, were made by the local homes registration committees under the direction of the field agents. The committees enlisted the aid of social agencies such as the YMCA, as well as that of local real estate firms, which had long kept lists of available housing accommodations. Whenever possible, the accommodations were inspected.

Data from forms returned by canvassers and inspectors were transcribed onto cards that were used in making placements. These registries of available housing were kept in conveniently located quarters, such as local offices of the U. S. Employment Service. The Washington office supplied posters and forms for the canvasses and the registries. The local committees in turn submitted weekly reports from which the Washington office compiled summaries.

After the Armistice, the U. S. Homes Registration Service staff was cut by more than 50 percent, but a sufficient number of field agents were retained to supervise the registries.

The housing shortage often was accompanied by the charging of excessive rents and by the neglect of necessary repairs and maintenance of housing facilities. Because of the resulting labor turnover in industrial communities, management officials of firms having war contracts, commanding officers of arsenals and navy yards, city officials, and labor unions, as well as the tenants, urged that measures be taken to curb rent profiteering.

After consulting the War Labor Policies Board, the Homes Registration and Information Division sent a field agent to New London, Conn., where the situation was particularly acute.

New London organized a "Committee of 24," with subcommittees of 6 members each, on which labor and real estate interests were equally represented. Tenants' grievances were referred to the subcommittees, which in turn summoned both landlord and tenant to appear and present the relevant facts. The committee had the backing of public opinion and, if compelled to do so, used the local press as a means of assuring compliance with its decisions. Records were kept of all proceedings in order to be able to present all the facts underlying its recommendations, should the case be taken to court.

Other cities soon organized rent profiteering committees. In some cities, the committees were subcommittees of the local homes registration service committees; in other cities, the rent profiteering committees were organized independently of the Homes Registration Service. Most local rent profiteering committees were dissolved after the Armistice. In some cities, however, they became tenant and landlord committees and they continued to try to settle grievances out of court by conciliation.



For the country as a whole, no Federal legislation was enacted to curb rent profiteering. For the District of Columbia, the Saulsbury Resolution, enacted by Congress on May 31, 1918, protected tenants from evictions or rent increases until the Armistice.

The Information Section of the Homes Registration and Information Division compiled correspondence digests and other information on Housing Bureau activities, collected maps and special data, and prepared "project books" (see entry 9) for each project or building enterprise undertaken by the Bureau.

From August to December 1918 the Education Section of the Division arranged for news releases, reports, articles, posters, and other publicity on housing. Thereafter these activities were probably under the direction of Henry Brigham, Assistant Manager of the Division.

For records of other constituent units that were at one time under the jurisdiction of the Homes Registration and Information Division, see the records of the "Own Your Own Home" Section (entries 103-108), records of the Building Loan Section (entry 109), and records of the Reference Library (entries 22-29).

GENERAL RECORDS. May 1918-Sept. 1919. 3 ft.

58

Minutes of conferences and staff meetings; reports on the organization and functions of the Division and its constituent units; lists of Division and Bureau personnel; correspondence with field agents relating to their appointments and separations; correspondence relating to the preparation and distribution of the bibliography on housing used in the "final" report; drafts of the bibliography; and correspondence, memoranda, reports, and publications relating to copartnership housing, housing legislation, labor turnover, and plans for a permanent housing agency and for housing loans. Arranged alphabetically by subject.

CORRESPONDENCE OF DR. JAMES FORD RELATING TO THE "OWN YOUR OWN HOME" SECTION. Feb.-Aug. 1919. 1 in.

59

Dr. Ford, as Manager of the Homes Registration and Information Division, was interested in the work of the "Own Your Own Home" Section before its transfer to the USHC. The local homes registration committees under his jurisdiction had acquired information on the extent and character of the need for housing construction, had encouraged "build now" and "own your own home" campaigns, and had fostered new building and loan associations. The records consist of correspondence with Department of Labor officials relating to the activities of the Section and to its transfer to the USHC, correspondence with the National Association of Real Estate Boards and other organizations interested in the home ownership campaign, and correspondence with the public relating to actual and proposed activities of the campaign.



RECORDS RELATING TO INVESTIGATION OF HOUSING NEEDS. Mar.-Dec. 1918.

5 in.

60

Copies, maintained by Dr. Ford, of preliminary reports of housing needs; reports of conferences of town planning, real estate, and design experts; reports of negotiators for real estate transfers; weekly progress reports; and related correspondence. Arranged alphabetically by name of town.

Records of the Homes Registration Section

OFFICE FILE OF DR. JAMES FORD. 1918-19. 1 ft.

61

Memoranda and reports relating to the organization, activities, and liquidation of the U. S. Homes Registration Service and the purpose and functions of the constituent units of the Homes Registration and Information Division; copies of suggested legislation and related correspondence pertaining to plans for a permanent housing agency and a permanent Committee on Living Conditions; mounted newspaper clippings, accumulated by the Reference Library; statements relating to the housing shortage; and memoranda (some of which were probably at one time among the records of the general file) relating to Bureau policies. Arranged alphabetically by subject, with drafts of U. S. Homes Registration Service reports at the end of the series.

REPORTS. July 6, 1918-June 29, 1919. 1 ft.

62

Reports submitted by the local homes registration service committees to the Washington office, giving data on the organization of local committees and names of local representatives as well as weekly statistics on the number of housing accommodations available, the number of applications received and filled during the week, and information on difficulties encountered, rent profiteering, and publicity given the housing survey. Arranged alphabetically by name of city, with a ring binder containing summary reports and graphs, compiled by the Washington office, at the beginning of the series.

REFERENCE FILE. July 1918-June 1919. 7 in.

63

Copies of memoranda to field agents, directors of room registries, and homes registration service and rent profiteering committees relating to room registries, vacancy canvasses, rent profiteering, the home ownership campaign, Negro registries, and cooperation with the Council of National Defense and local organizations; questionnaires on vacancy canvasses; and pamphlets published by Federal and non-Federal agencies relating to housing construction, community organization, and home ownership. Arranged by type of record.

CORRESPONDENCE WITH FIELD AGENTS AND COMMITTEES. Apr. 1918-Aug. 1919.

4 ft.

64

Consists chiefly of correspondence relating to the establishment, operation, and closing of local homes registration service committees; activities of field agents; housing for Negroes; and rent profiteering.



Included are some field agents' reports, clippings, and interoffice memoranda. Arranged alphabetically by name of town or field agent.

RECORDS RELATING TO RENT PROFITEERING. June 1918-June 1919. 2 ft. 65

Correspondence with local rent profiteering committees (later called committees on landlord and tenant relations), reports giving data on committee organization and activities, and digests of complaints on rent profiteering, giving the disposition of such complaints. The correspondence, which comprises most of the records in this series, is arranged alphabetically by name or subject. The reports and digests, which were prepared by the Information Section from information contained in the correspondence, are fastened into folders and are arranged alphabetically by name of city or State.

"DIGESTS OF CASES." Sept. 28, 1918-Jan. 1, 1919. 4 in. 66

Carbon copies of summaries of cases presented to the U. S. Shipping Board Emergency Fleet Corporation by the Bureau of Housing Fair Rentals Commission. Arranged numerically by complaint number.

#### Records Relating to Publicity

GENERAL RECORDS. June 1918-Sept. 1919. 3 ft. 67

These records are in four parts:

1. Correspondence and interoffice memoranda relating to publicity material requested, received, and distributed; manuscript and printed copies of publicity articles; mimeographed copies of press releases of the Committee on Public Information of the Department of Labor; and newspaper clippings concerning rent profiteering and the housing shortage, particularly in Washington. Arranged alphabetically by subject.

2. Correspondence, sketches of wall panels of project exhibits, and photographs relating to the preparation by contractors of project models for display at State fairs. The Corporation furnished plans and specifications for use in such exhibits, but its appropriations did not allow for the preparation of project models.

3. Correspondence, reports, and memoranda relating to publicity given to plans to dispose of housing projects, accumulated for the most part by the Assistant to the Manager of the Division, Jack S. Connally, a temporary appointee who prepared advertisements for the rental and sale of USHC houses.

4. Architects' sketches, floor plans, photographs, and glass plate negatives of project houses; stories and reprints of articles relating to projects; letters of transmittal of such exhibits; and related correspondence. Arranged alphabetically by name of project location, with publicity issuances of other Government agencies at the end of the series.

SUMMARIZED DIGEST OF PROJECT DATA. 1918. 1 in. 68

This digest copy was the one used by Max Enos, Chief of the Education Section. It lists, for each project, the names of project manager, contractor, architect, town planner, and engineer; date contract was let; kind of



industrial plant in the community; type and number of houses to be built; and number of persons to be housed. Arranged alphabetically by name of project location.

### Records of the Information Section

COMPILATION OF GENERAL INFORMATION ON ALL PROJECTS. Apr.-Dec. 1918.  
1/2 in.

69

Copies of letters, memoranda, issuances, and minutes of meetings relating to all projects, and project lists, fastened into a folder labeled "file copy." Arranged chronologically.

### RECORDS OF THE COMMITTEE ON REQUISITIONED HOUSES

The problem of housing Government workers in Washington, D. C., was serious. In the fall of 1917 the Chamber of Commerce began to compile a list of vacant living quarters. In the latter part of January 1918 a room registration office was set up. This became part of the District Government. By the end of August the housing problem became too acute for this office to cope with alone. The number of workers coming into the city was increasing by 1,000 a week. The quickest solution was to use vacant houses held for sale or rent, or houses that were empty because the owners were out of town.

An interdepartmental Washington Committee on Equipment of Houses had been lending money for the purchase of furniture to persons planning to open boarding houses for warworkers. This committee was composed of Dr. James Ford of the Housing Bureau, chairman; Capt. J. I. Peyser, Chief of the Housing and Health Division of the War Department; Edwin S. Hege, secretary of the District Council of Defense; and Edwin O. Mayer, secretary.

In August 1918 a Committee on Requisitioned Houses was formed in the Housing Bureau to determine which of the vacant houses should be commandeered by the Government. The Committee was composed of Dr. James Ford, Manager of the Homes Registration and Information Division, chairman; William E. Shannon, Manager of the Real Estate and Commandeering Division; and Allan Robinson, Manager of the Operating Division.

The secretary of the Washington Committee on Equipment of Houses and field agents of the Homes Registration and Information Division were given the task of finding and inspecting vacant houses and reporting their findings to the Committee on Requisitioned Houses. Twenty-three houses were commandeered on August 28 and 29. Later inspections were under the direction of Henry R. Brigham, Assistant Manager of the Homes Registration and Information Division. By the time the Armistice was signed, 141 houses had been commandeered.

The Real Estate and Commandeering Division conducted actual commandeering proceedings. The District Title Insurance Co. furnished legal



descriptions of the properties and the names of the owners of record, but it did not examine the property titles. Notices of requisition were posted on the houses and were mailed to the owners. The Appraisal Committee, made up of five leading Washington realtors and builders, inspected the houses and made reports on their rental value and condition. In some cases they recommended that the houses be released. The publicity accompanying the first commandeering resulted in the opening of many other houses.

A plan to turn the houses over to the Washington Committee on Equipment of Houses was never carried out. Instead, on September 3, the Committee on Requisitioned Houses decided that the Housing Bureau should control the houses. Whenever possible, the houses were returned to the owners to operate, thus relieving the Government of any more responsibility. There were 64 houses released before the Armistice.

Requisitioned houses turned over to the Housing Bureau for full supervision were called "operated houses." The Committee on Requisitioned Houses determined the rental to be charged, the method of collecting it, and the furnishings to be supplied. The Operating Division bought the furniture, employed matrons to run the houses, and collected the rent.

Many houses needed repairs or alterations. Houses originally intended for use by private families often had to be altered for use as lodging houses. Other houses were vacant because they needed extensive repairs. Repairs and alterations were done by the Construction Division with the approval of the Committee on Requisitioned Houses.

Government departments notified the Committee on Requisitioned Houses of their housing requirements, and certain houses were set aside for the use of specific Government agencies. The Committee was not equipped, however, to handle individual applications for rooms.

On November 14, 1918, the Committee decided to commandeer no more houses and to release those most recently requisitioned or needing extensive repairs.

GENERAL RECORDS. July 1918-Aug. 1919. 6 in.

70

These records are in two parts, each of which is arranged chronologically:

1. Reports of conferences on the Washington housing situation, minutes of meetings of the Washington Committee on the Equipment of Houses and of the Committee on Requisitioned Houses, and correspondence and interoffice memoranda relating to the dissolution of the former Committee, the establishment of the latter Committee, the requisitioning and operating of houses, the Senate investigation, and the division of authority for these activities among the Real Estate Division, the Washington Division of the U. S. Homes Registration Service, the Construction Division, and the Operating Division. These records are in two ring binders labeled "Records: Committee on Requisitioned Houses."



2. Inspection reports on houses considered for requisitioning, periodic progress reports relating to requisitioned houses, a report on the congressional investigation of these activities, and related correspondence and interoffice memoranda. These records are in a binder labeled "Miscellaneous Reports in re Requisitioned Houses in Washington."

ABSTRACTS OF RECORDS. 1918-19. 6 in.

71

Copies of abstracts of correspondence and interoffice memoranda relating to the requisitioning, inspection, and release of houses. These abstracts are for houses not requisitioned, operated houses, leased houses, Southeast houses, houses managed by the Department of the Interior, houses under the supervision of the Superintendent of Public Buildings and Grounds, and released houses. The abstracts, in four ring binders, are arranged in the order listed.

RECORDS RELATING TO HOUSES RECOMMENDED FOR COMMANDEERING. Aug. 1918-Jan. 1919. 7 in.

72

Recommendations that houses be requisitioned, inspection reports, and, where applicable, recommendations for release, release notices, and correspondence relating to releases, the signing of leases, and authorizations for repairs. Included are folders relating to commandeered houses, houses not commandeered, and houses formerly under the jurisdiction of the Department of the Interior. The folders are arranged alphabetically by name of street, thereunder numerically by street number of house.

RECORDS RELATING TO HOUSES NOT COMMANDEERED. Aug.-Nov. 1918. 1 ft. 73

Correspondence, reports, and memoranda relating to houses offered by the owners or otherwise recommended for requisitioning, but not commandeered. The rejected houses were already occupied, were involved in law suits, were in need of extensive repairs, were not suitable for human habitation, or were not finished. Probably some folders were set up by the District Council of Defense, some by the War Department, and some by the USHC. Arranged alphabetically by name of street, thereunder numerically by street number.

COPIES OF APPRAISAL COMMITTEE REPORTS. Aug.-Nov. 1918. 1 in.

74

Copies of reports described in entry 98. Arranged alphabetically by name of street, thereunder numerically by house number.

#### RECORDS OF THE SURVEYS AND STATISTICS DIVISION

One of the first tasks confronting the Bureau of Industrial Housing and Transportation was to determine which industrial communities were of the most vital importance to the Government in carrying out the war program. It was no easy matter to secure definite and reliable information on the location, character, amount, importance, and urgency of the various Government contracts.



The Preliminary Investigations Division, with I. N. Phelps Stokes as Manager, was set up early in 1918 to investigate housing and transportation conditions, as well as needs of cities, towns, and plants applying to the Bureau or of Government plants (arsenals, navy yards, and the like) referred to it by other Federal agencies. An investigator visited the locality under investigation and interviewed local representatives of Government departments, manufacturers engaged in war industries, chambers of commerce, real estate boards, mayors and other civic officials, welfare organizations, and workmen and their families. Upon his return to the Bureau, the investigator submitted his report with recommendations. This report was discussed in staff conferences and it became the basis of the final determination of allotment for the project.

About 2 months after the Preliminary Investigations Division was organized, the Statistical Division, with C. W. A. Veditz as Manager, was set up to supplement the information provided by the preliminary investigation. The Statistical Division sent out detailed questionnaires to communities concerning information on growth and population and to local manufacturers concerning the number and proportion of skilled and unskilled workers, male and female workers, and married and single workers; the amount and kind of goods produced; and the part of the goods under war contract. The Statistical Division compiled reports from the filled-in questionnaires on the kind of housing required and the correlation between labor turnover and available housing.

Copies of the reports of the Preliminary Investigations and the Statistical Divisions are in the "project books" described in entry 9.

In August 1918 the Preliminary Investigations and Statistical Divisions were abolished and the Surveys and Statistics Division, with W. E. Guerin as Manager, was established. This Division was set up as the result of a proposal by the Director of the Housing Bureau for a Joint Board of Industrial Surveys to collect, through one agency, all information concerning cities important for war industries. The War Labor Policies Board, adopting this suggestion, authorized the creation of the Industrial Service Division of the Bureau of Labor Statistics. The function of this Division was to acquire, on behalf of the various Government departments, information relating to every subject affecting industrial activities, including housing and transportation facilities and services. The Industrial Service Division was ultimately transferred to the USHC and became its Surveys and Statistics Division.

The Surveys and Statistics Division made industrial and housing surveys in cities where there were factories handling war contracts. These surveys were designed to find out to what extent local labor was employed in war industries, to devise means of transferring labor from less essential industries to war work, and to discover the amount of housing in such cities. The surveys were made with the approval of the Joint Board of Industrial Surveys, which was composed of representatives of the Department of Labor, the Railroad Administration, the Emergency



Fleet Corporation, the War Department, the Navy Department, the War Industries Board, the Fuel Administration, and the USHC.

The work of the Surveys and Statistics Division was terminated by the end of November 1918.

RECORDS RELATING TO INDUSTRIAL AND HOUSING SURVEYS. Aug.-Nov. 1918.  
23 ft.

75

Questionnaires on housing and employment data; exhibits, such as annual reports of local governmental bodies and public institutions, maps, and telephone directories; daily reports of investigators; working papers; preliminary and final reports; and related correspondence pertaining to surveys of the existing labor force, labor turnover, and the extent and adequacy of housing facilities in certain industrial communities. Arranged alphabetically by name of city.

RECORDS RELATING TO THE CONDUCT OF INDUSTRIAL AND HOUSING SURVEYS BY FIELD AGENTS. 1918. 10 in.

76

Instructions to field agents, copies of blank forms used in surveys described in entry 75, and field agents' daily reports. Arranged by type of record or by name of investigator.

#### RECORDS OF THE TRANSPORTATION AND MUNICIPAL LOANS DIVISION

In November 1917 the Assistant Secretary of the Navy requested Otto M. Eidlitz to investigate transportation facilities in Erie, Pa. The following February, William A. Mellen, who later became affiliated with the Housing Bureau, was sent to Erie to make a survey. Shortly thereafter a conference was held with municipal and transportation officials and representatives of civic and commercial bodies of the city of Erie. As a result, the Navy Department agreed to furnish financial aid to the local traction company, and in March Mr. Mellen was sent to Erie to carry out the work recommended in his earlier report.

In February 1918 the Commandant of the Washington Navy Yard had requested better transportation for navy yard workers and Mr. Mellen had been instructed to report on the situation. There was also a serious transportation problem in Bridgeport, Conn.

The relationship between housing and transportation was obvious to the Housing Bureau. Transportation could solve the housing problem in industrial cities where local housing was being utilized to capacity, if there were vacant houses within commuting distance.

The Transportation Division was established on May 1, 1918, to improve existing transportation facilities and to build new ones for industrial warworkers. It considered only those transportation problems referred to it by the War and Navy Departments.



After preliminary investigations by other divisions or by Transportation Division engineers, the findings of the investigators were discussed. As a result, railway schedules were rearranged; special train, trolley, or boat service was installed; or railway extensions were financed.

Maj. Gardner F. Wells was Manager of the Transportation Division until December 31, 1918, when he was succeeded by Mr. Mellen.

The work of the Transportation Division was curtailed considerably after the Armistice. On April 15, 1919, the Division was assigned the accounting work on utility and municipal contracts formerly handled by the Engineering Division. Nearly a year later, on April 1, 1920, the Transportation Division was consolidated with the Engineering-Construction Division into the Transportation and Municipal Loans Division, under Charles P. Chase. As of July 1, 1920, the duties of this new Division were to deposit and look after the collection of loans made to transportation companies and to supervise contractual relations with municipalities, collecting obligations due from them to the USHC. When Mr. Chase resigned on September 1, 1920, Mr. Mellen became Manager of the Division. The Division probably continued as a separate organizational unit until July 1924 when Mr. Mellen became an appraiser. (Mr. Mellen resigned from the Housing Bureau on June 3, 1925, but he continued to serve on the Board of Directors until January 11, 1928.)

Other records may be found among the cartographic records described in entries 183-188.

SUBJECT FILE. 1918-22. 3 ft.

77

Correspondence and memoranda relating to routine administrative matters, procedural issuances, and reports on the activities of the Division, including Mr. Mellen's report on Erie, Pa. Some of the records are fastened into folders. Arranged alphabetically by subject.

"PROJECT BOOKS" RELATING TO TRANSPORTATION. Apr. 1918-July 1924.  
10 ft.

78

If available housing existed within commuting distance of industrial centers where there was a housing shortage, the Transportation Division negotiated with transit companies for the rearrangement of schedules, or the installation or extension of transit facilities. The records consist of investigative reports on transportation facilities and needs, Executive orders authorizing work to be done, maps, bids, contracts, plans, specifications, estimates of cost, labor and materials reports, invoices, digests of correspondence, transcripts of court proceedings, and correspondence relating to insurance and claims. Included are a few transit company annual reports for 1917 and some correspondence dated as late as July 1928. Most of the records for each project are fastened into folders. Arranged alphabetically by name of project location.



CARD FILE OF DATA ON TRANSPORTATION PROJECTS. May-Nov. 1918. 7 in. 79

Cards, 4" x 6", containing data excerpted from transportation "project books" (see entry 78) and data on localities which had no transportation problems. Notations in the "project books" refer to these cards as the "GFW file." Arranged alphabetically by name of locality, thereunder chronologically.

DIARIES AND PROGRESS REPORTS. July 10, 1918-Sept. 1, 1920. 7 in. 80

The diaries record daily activities of engineers; the progress reports, submitted weekly and monthly, list project accomplishments. These records were maintained successively by the Engineering Division, the Engineering-Construction Division, and the Transportation and Municipal Loans Division. Arranged chronologically.

SUMMARY OF CONTRACTS AND RECORD OF PAYMENTS. 1918-19. 1 in. 81

A summary of contracts with transportation and other companies, together with a record of payments. The summary is a digest of the project description and the contract; the record of payments lists the name and location of the contract, the date, and the amount of payment. The indexed folder into which the summary and record are fastened was a file of A. W. Thomas, an accountant. Arranged alphabetically by name of company.

NEWSPAPER CLIPPINGS RELATING TO TRANSPORTATION ACTIVITIES. Oct. 1917-Feb. 1924. 3 in. 82

The Reference Library accumulated, for certain division managers, newspaper clippings relating to their respective fields of activities. The first Manager of the Transportation Division requested that clippings referred to his Division be kept together. These clippings relate to the transportation of industrial workers, the employment of transportation employees (for example, the employment of women as streetcar conductors), the housing shortage, transportation matters in general, and the USHC transportation projects, particularly the Norfolk County Ferries. The clippings have been mounted on numbered pages and placed in binders, the first of which has an "Index of Contents." Arranged chronologically.

DETAILED STATEMENTS OF COST. 1919-22. 8 in. 83

Statements for United Railways and Electric Co. of Baltimore, Jersey Central Traction Co., Gary and Valparaiso Railway Co., Gary Street Railway Co., Monmouth Lighting Co., Washington Railway and Electric Co., Buffalo and Depew Railway Co., Newport News and Hampton Railway and Gas Co., and Boston Elevated Railway Co. are bound, in the order listed, into a ledger. Statements for the following companies are unbound: The Connecticut Co.; the Hammond, Whiting and East Chicago Railway Co.; and the Lewisburg, Milton and Watsontown Passenger Railway Co. The unfinished report for the Tri-City Railway Co. is also unbound.

#### Records Relating to Norfolk Ferries

"PROJECT BOOKS" AND RELATED RECORDS. 1918-24. 3 ft. 84

Bids, letters of authorization, contracts, plans, change orders,



requisitions, progress reports, financial statements, and correspondence relating to the construction and operation of Norfolk Ferries. Some of the records are fastened into folders. Arranged by type of document.

NEWSPAPER CLIPPINGS. 1920-26. 4 in.

Relate to the operation of the ferries by the USHC, a strike by ferry employees and public reaction to the strike, and the return of the ferries to the jurisdiction of Norfolk County. The clippings for 1920-24 have been mounted and placed in a ring binder; the clippings for 1925-26 are in two envelopes. Arranged chronologically.

85

#### Records Relating to Contracts for Payments in Lieu of Local Taxes

The Housing Act authorized the President to enter into agreements or contracts to provide housing and other general community facilities. The Housing Corporation acquired local property that was entitled to the benefits and privileges of local government, but, acting as a Federal instrumentality, it was exempt from local taxation. On the other hand, it could not expect locally owned property to bear the burden of local taxation to furnish facilities and services to the Government-owned tract.

The Corporation provided these utilities at its own expense, contracted with the municipality to provide them, or compensated the municipality for all or part of their cost. In arriving at a just and equitable compensation, the Corporation paid an amount equal to what it would have had to pay as special assessments and ad valorem taxes were its property subject to such assessment.

The Engineering Division made the arrangements for contracts with municipal governments, as well as negotiations with utility companies. After April 15, 1919, the Transportation Division handled the accounting of municipal and utility contracts.

A committee was appointed to clear up the contracts. In the report of a conference it held on August 18, 1919, it was noted that the July 1919 legislation amending the Housing Act failed to provide the money requested for the payment of sums in lieu of taxes, but continued the authority of the Corporation to conclude or execute contracts or other obligations made or incurred during the war. The committee recommended that the Corporation continue to carry out all contracts made for the payments of sums in lieu of taxes and to charge the cost to the 1918 appropriations, to withdraw pending contracts of this nature, and to refuse to pay any taxes or execute any additional agreements.

On October 23, 1919, Charles E. Henderson was appointed as supervisor of contractual relations to take over the committee's work, and A. W. Thomas of the Transportation Division assisted him in carrying out his responsibilities.



In 1920 and 1921 the Board of Directors discussed the practicability of carrying out the terms of these agreements, particularly where the amount due to the Corporation from the municipalities was greater than that due from the Corporation to the municipalities for services rendered.

The Department of Justice refused to render an opinion on the legality of these agreements. The validity of these so-called "service agreements" was questioned in the courts. The matter remained unsettled until the Housing Act amendment, approved March 22, 1922, conferred authority upon the USHC to settle and adjust these obligations.

A Committee of Adjustment, known also as the Tax Adjustment Committee or the Special Committee on Taxation, was appointed on March 28, 1922, to effect settlement of these claims and to submit its conclusions to the Board of Directors for ratification and payment of the amount due. The Committee operated until 1926.

RECORDS OF A. W. THOMAS. 1920-23. 5 in.

86

Mr. Thomas, an accountant of the Transportation Division, became Assistant Manager of the Division probably in the early part of 1920, and he was appointed a member of the Tax Adjustment Committee on March 28, 1922. These records consist of correspondence, interoffice memoranda, minutes of meetings, and reports of trips to project sites in connection with loans and agreements. The records, which include a few documents dated as early as 1918, are in three parts:

1. Records relating to the settlement of loans to transportation companies and of service agreements in lieu of taxes with municipalities and utility companies, for the period 1920-21. Arranged chronologically.

2. Records relating to municipal loans and contracts for schools, utilities, and Norfolk Ferries, May 1920-December 1923. Arranged chronologically.

3. A letter of appointment to the Tax Adjustment Committee; copies of correspondence with Members of Congress pursuant to the passage of the Housing Act amendment relating to service agreements; lists of cities with which the USHC had service agreements and of municipalities that had billed the USHC for taxes or assessments not covered by special agreements; statements of taxes billed to the USHC and of estimated returns from municipalities having contractual relations with the USHC; and sales of project properties in these cities, for the period December 1920-November 1923. Arranged as listed.

RECORDS RELATING TO LOANS FOR UTILITIES. 1918-24. 5 in.

87

Copies of loan agreements with utility companies, correspondence relating to payments, and invoices. Included, for the Springfield Consolidated Water Co., are copies of deeds and indentures; and, for the United Lights and Railway Co., the copy of a legal opinion on the contract terms. Arranged alphabetically by project location or subject.

RECORDS RELATING TO ASSESSMENTS AND TAXES FOR PROJECT PROPERTIES.

1918-26. 10 in.

88

Correspondence with USHC collection agents, municipal officials, and



purchasers of project property relating to money the USHC owed and money owed to the USHC under the terms of "service agreements;" copies of reports submitted by A. W. Thomas to the President of the USHC relating to his trips to towns where projects were located and to the status of contractual relations; and statements of local taxes with which the USHC was assessed. Most of the records are fastened into folders. Arranged alphabetically by name of project location, with miscellaneous material at the beginning of the series.

SUMMARIES OF MUNICIPAL CONTRACTS. 1918-20. 2 in. 89

This file was begun by William Jerome Kuertz, Attorney on Contract Relations, Engineering Division, and was continued by the Transportation Division. Given for each project are its name and number, the name of the district engineer, and a résumé by type of utility of the progress of the contract. The summaries are arranged in two chronological groups, thereunder alphabetically by name of project location.

RECORDS RELATING TO MUNICIPAL AND UTILITY CONTRACTS. 1918-21. 3 in. 90

Consist of copies of agreements and summaries, similar to those described in entry 89, for projects still active in 1921. The records are arranged alphabetically by name of project location, with general material relating to contractual relations at all projects at the beginning of the series.

RECORDS OF THE REAL ESTATE DIVISION

The Real Estate and Commandeering Division was set up on March 1, 1918, to acquire real property in congested areas quickly and at reasonable prices. After July 1, 1919, the name was changed to the Real Estate Division.

In acquiring land, the Division relied a great deal on the advice and assistance of the National Association of Real Estate Boards. William M. Garland, the Association's President, was Assistant Manager of the Division until July 1918; he served in an advisory capacity thereafter until February 1919.

There were three steps in acquiring land. First, scouts or investigators, selected from a list of realtors furnished by the National Association of Real Estate Boards, were sent to a community where the USHC had been requested to build houses. Next, a committee on sites--composed of a realtor, an engineer, an architect, and a town planner--went to the community for a more exhaustive search and submitted a report with its recommendation. Finally, a negotiator, who was a realtor, was sent to the community to acquire the land.

Most of the land was obtained by purchase. When it could not be obtained at a reasonable price or without unnecessary delay, it was requisitioned. The Division, in purchasing land, dealt directly with the owner and did not pay a commission on the transaction. The



negotiator was assisted by a local attorney who examined land titles, advised as to local land laws, and prepared the contract executed by the owner. As soon as the local attorney had completed the abstract and had passed on the deed and other instruments to perfect the title, he prepared a settlement record, which incorporated the name of the seller, the purchase price, the adjustment upon closing, a brief description of the property, and a certification of the title. This settlement record and a copy of the deed from the seller to the purchaser, together with the abstract, quitclaim deed, and deed of release, were examined by a Division attorney, who reported his findings to the Division Counsel.

The procedure for requisitioning land was different. Land was requisitioned in the name of the United States of America and then was transferred to the Corporation. Requisitioning authority was vested by the President in the Secretary of Labor; the duty to administer the power was then given to the Real Estate and Commandeering Division. Requisition was resorted to when the title was in doubt or when the owner refused to accept a reasonable sum for a conveyance. In cases of requisition, the negotiator assembled by affidavit and appraisal all available testimony relevant to the Government, and the Division Counsel prepared the papers.

The act of requisitioning transferred to the Government all the title and wiped out all liens and encumbrances. The title and interest of the former owners, as well as the lien of any judgment, mortgage, or other valid encumbrance against the property, were merged into a claim for compensation against the Government in favor of the lienors. Parties claiming compensation had to present proof of ownership of or interest in the land and, in addition, had to present evidence of title.

The first phase of liquidation consisted of canceling many of the contracts that had not been approved and of returning properties to their original owners whenever it was feasible. Before selling any houses the Corporation appointed for each project a board of survey, usually consisting of a realtor as chairman, a civil engineer, a contractor or builder, and two local labor men. The board appraised the fair market value, considering that the houses were to be sold to individual home owners upon the payment of at least 10 percent cash and 1 percent per month of the balance, including 6 percent interest on the unpaid amount. After approval by the Division, the reports of the boards of survey were submitted to the Executive Committee for approval and then were ratified by the Board of Directors, who authorized the sale of the properties at the appraised values. The approved appraisal values varied from 52 to 73 percent of the costs.

The general plan of a selling campaign was to appoint a leading realtor as selling representative and to authorize him to sell a certain project at the appraisal value. He was given authority to employ the necessary assistants and to pay the necessary expenses from the proceeds of sale.



Copies of instructions and forms for the acquisition and disposal of real estate appear in the "final" report, Volume I, pages 144-155 and 175-179.

A great many disputes arose out of property disposal. The former owners of vacant lands acquired by requisition in southeast Washington and in Glenwood Park, Norfolk, Va., objected to the amounts of compensation offered, and at first they refused to settle upon these terms. As a result, there were a number of suits contesting the right of the Corporation to requisition. Other disputes arose because housing values in the postwar period were considerably less than construction costs had been during the war. Furthermore, Corporation houses had depreciated partly because of poor construction and partly because, having been occupied for about a year, they had been damaged by tenants.

Managers of the Real Estate Division and their periods of service are as follows: William E. Shannon, April 1, 1918-February 28, 1919; Barney J. Treacy, February 28-June 30, 1919; Henry R. Brigham, July 1, 1919-September 1, 1920; and Herbert V. Juul, September 1, 1920-January 26, 1924. Thereafter real estate activities were under the supervision of Thomas W. O'Brien, Chief Counsel, until his death on January 26, 1941.

Other records may be found among the cartographic records described in entries 183-188.

REFERENCE FILE OF MANAGER. 1918-23. 3 ft.

91

This file may have been part of a larger file. The first part of the file was located with the inactive records; the second part was carried forward when the USHC went under the jurisdiction of Public Buildings. Except for the unarranged reports in part 1, these records are fastened into folders and placed in expansion envelopes. The records, arranged in each part by subject or type of record, are as follows:

1. Copies of divisional, weekly, and monthly reports; reports on property purchased, on progress of construction and house occupancy, and on sale of real estate; deeds of conveyance; memoranda relating to the operation of commandeered Washington houses and to the reconveyance of requisitioned property; lists of projects, Bureau personnel, negotiators, real estate investigators, local attorneys, local real estate boards, boards of survey, and selling representatives; copies of legislation, Executive orders, and opinions; mimeographed issuances relating to the Committee on Organization; and copies of conveyance, accounting, lease, and sale forms of the Real Estate Division.

2. Forms; memoranda relating to the disposition of land, the construction of hospitals, and the congressional investigation; organizational charts; and newspaper clippings relating to the real estate sales campaign.

MISCELLANEOUS CORRESPONDENCE. 1918-22. 1 ft.

92

Correspondence with housing companies, the National Association of Real Estate Boards, Members of Congress, USHC employees, auctioneers,



and the public relating to such matters as suggestions for housing construction, sale of USHC property, home registration, rent profiteering, tenant ownership, applications for employment, and resignations. Included is a folder of Barney J. Treacy's correspondence, as Manager of the Division, with negotiators, appraisers, and Division officials relating to the purchase and commandeering of real property. Most of the records are fastened into folders and placed in expansion envelopes. Arranged alphabetically by name of person or town, or by subject.

CORRESPONDENCE WITH REAL ESTATE MEN. 1918. 1 in. 93

Correspondence with local members of the National Association of Real Estate Boards relating to the request of their services for field work with the Real Estate Division. This series, as well as the three series described in entries 94-96, at one time may have been part of a larger file. Unarranged.

RECORDS OF APPRAISERS. 1918. 10 in. 94

Charts giving various types of houses and street locations of each type, lists of streets with types of houses and street numbers, floor plans and front elevations of principal types, and town plans for each tract. (The charts and plans are blueprint copies.) These records, for certain projects, are fastened into folders labeled "Appraisers' Books" and are arranged alphabetically by name of project location.

REPORTS ON ACQUISITION OF LAND. May-Aug. 1918. 5 in. 95

Copies of reports of appraisers and negotiators, with related correspondence, fastened into folders labeled "Report Books 1-4." For arrangement, see index in front of each book.

INSTRUCTIONS TO NEGOTIATORS. June-Aug. 1918. 5 in. 96

In addition to the instructions, there are related papers such as licenses to enter upon real property, authorizations to purchase land, and copies of contracts, options, petitions, and requisition procedure. The documents for each negotiator are fastened into a folder. The folders are arranged alphabetically by name of project location.

RECORDS RELATING TO REAL PROPERTY CONTRACTS. Aug. 1918-Sept. 1919. 3 in. 97

Signed copies of approved and disapproved "Executive Approval" forms relating to contracts for acquisition by real property, cancellation of contracts and awards for damages, and memoranda relating to titles authorized to be closed. The forms were submitted by the Manager of the Real Estate Division to the President of the USHC and the approved forms were submitted to the Board of Directors for ratification. The forms relating to contracts list names of negotiators and sellers, appraisal amounts, and prices of property that the USHC planned to purchase at specified project locations. The forms relating to cancellations and awards for damages list contract prices, estimated damages, owners' claims, and amounts awarded for property at specified project locations. Copies of some of the approved forms are incorporated in the minutes of



the Board of Directors. The copies described in this entry have additional annotations. The forms are interfiled and are arranged alphabetically by name of project location.

RECORDS RELATING TO THE APPRAISAL COMMITTEE. Aug.-Nov. 1918. 2 in. 98

The Appraisal Committee was composed of the leading realtors of Washington, D. C., with Randall H. Hagner as chairman. The committee inspected requisitioned houses and submitted reports to the Manager of the Real Estate and Commandeering Division, describing the arrangement and condition of each house and recommending its rental value. These records consist of the appraisal reports of the committee and of related correspondence that bears the file markings "Hagner's book." Arranged chronologically.

FORMS RELATING TO REQUISITIONED LAND. 1918-19. 1 in. 99

These mimeographed forms give some or all of the following information about requisitioned land: location, description, name of claimant, compensation recommended, claims, and litigation. Included are mimeographed issuances relating to requisitioned property for the Glenwood project. Arranged alphabetically by name of project.

RECORDS RELATING TO THE LEASE AND RELEASE OF REQUISITIONED PROPERTY.

Sept. 1918-Nov. 1919. 2 in. 100

Requests for executive approval of tenant leases, landlord leases, and releases of Washington houses. The approved requests are annotated to the effect that they were ratified by the Board of Directors. Included are letters of transmittal. Arranged chronologically.

RECORDS RELATING TO REQUISITIONED PROPERTY, SQUARE 1112, WASHINGTON, D. C. 1918-20. 2 in. 101

Copies of requisitions and correspondence with the District Title Insurance Co., relating to property titles and settlement of claims. The records, fastened into folders and placed in an expansion envelope, are arranged by lot number or letter.

RECORDS OF HERBERT V. JUUL RELATING CHIEFLY TO THE FEDERAL REAL ESTATE BOARD. Feb. 1922-Nov. 1923. 2 in. 102

The interdepartmental Federal Real Estate Board was created by Bureau of the Budget Circular No. 54, on February 18, 1922. Its purpose was the coordination and economy of procurement, use, and disposal of real estate by better utilization of property and standardization of maintenance, and by indexing of records and mapping. Mr. Juul served for a time on this Board as the Housing Corporation representative. The records consist of mimeographed copies of Circular No. 54, minutes, and other issuances of the Bureau of the Budget relating to the activities of the Board, and interoffice memoranda of the USHC. Included is correspondence relating to disposal of property for the period 1919-20. Arranged chronologically.



## Records of the "Own Your Own Home" Section

After the Armistice, the shutting down of war industries and the return of soldiers to the labor market depressed business activity and employment. In December 1918 the Division of Public Works and Construction Development was organized in the Department of Labor to encourage public and private construction. The "Own Your Own Home" Section was set up in this Division in February 1919 to publicize a home ownership campaign that had been sponsored for about 18 months by the National Association of Real Estate Boards. The United States League of Building and Loan Associations, the National Federation of Construction Industries, and various lumber associations were also interested in the movement. Members of these organizations became officials of the Section, often as dollar-a-year men.

The "Own Your Own Home" Section wrote mayors and other civic leaders requesting them to initiate campaigns, prepared a manual, furnished articles to trade journals and publicity material to local committees, and answered inquiries from individuals, often referring them to local building and loan associations or requesting the Housing Corporation to furnish them with housing plans.

The functions and records of the Section were transferred about the middle of May to the Homes Registration and Information Division of the Housing Corporation. Because Congress did not authorize further appropriations, the Section was abolished on June 30, 1919. Such of its activities as remained were transferred on July 1 to the Operating Division and in August to the Real Estate Division.

GENERAL RECORDS. Mar.-July 1919. 3 ft.

103

Lists of cities in which the "own your own home" campaign was conducted, letters of transmittal of publicity material, press releases, narrative reports of activities, and correspondence relating to the campaign and to similar campaigns in Canada and England. A few press releases and other publicity materials dated as early as April 1918 relate to the campaign while it was being conducted by the National Association of Real Estate Boards. There are related records in File No. 5468 of the records listed in appendix III. These records are arranged in general alphabetically by name of State or country, thereunder alphabetically by name of city. A folder labeled "miscellaneous" is in front of the city folders for each State. The folder for each district representative is labeled by his name and is filed alphabetically by name of the State in which his office was located.

RECORDS RELATING TO PUBLICITY OF THE HOME OWNERSHIP CAMPAIGN.

Jan.-Aug. 1919. 1 ft.

104

Mainly newspaper clippings and correspondence arranged alphabetically by State or country. Included at the end of the series are copies of trade journals, advertisements sponsored by the Chicago Lumber Dealers' Association, agency pamphlets, and proposed legislation.



SUBJECT FILE. Dec. 1917-Oct. 1919. 5 in.

105

Sketches of Frank Lloyd Wright bungalows, copies of speeches, newspaper clippings and other publicity material, suggestions for newspaper advertising, posters, booklets on city planning, and correspondence relating to the operation of the "own your own home" campaign. Arranged by subject.

RECORDS OF PAUL C. MURPHY. Mar.-May 1919. 5 in.

106

Mr. Murphy, who was president of the realty board of Portland, Oreg., and had conducted a successful "own your own home" campaign in that city, came to Washington as a dollar-a-year man in February 1919 to set up the "Own Your Own Home" Section. He returned to Portland a few weeks later. Until the middle of May the Section was conducted under his name, and a facsimile stamp of his signature was used on outgoing correspondence. These records consist of correspondence with civic organizations, district chairmen of the campaign (Mr. Murphy was himself a district chairman), and building and loan associations, and letters of transmittal of publicity relating to the "own your own home" campaign. File markings and folder markings indicate that some letters in this series belong in the series described in entry 103 and some letters in that series belong in this one. Arranged alphabetically by name of State or country.

RECORDS OF MISS A. S. HURLBERT. Mar.-June 1919. 1 in.

107

Miss Hurlbert was responsible for the correspondence and other paper-work of the "Own Your Own Home" Section. The records include copies of lists, weekly progress reports, questionnaires, publicity material, form letters, and guide paragraphs relating to activities of the Section, and correspondence relating to details of the transfer of the Section from the Department of Labor to the Housing Corporation.

RECORDS RELATING TO CORRESPONDENCE. 1919. 1 in.

108

Guide paragraphs used in drafting letters sent over the facsimile signature of Paul C. Murphy, Director of the Section; lists of regional directors and of cities conducting home ownership campaigns; a copy of Senator Calder's statement, "Why a Federal Loan Bank System"; and copies of form letters to labor councils, women's clubs, clergymen, chambers of commerce, and bankers. Arranged by type of record.

#### Records of the Building Loan Section

This Section was set up probably in May 1919 in the Homes Registration and Information Division. It employed K. V. Haymaker of the United States League of Building and Loan Associations as Building Association Specialist. He had been employed since February 1919 with the Building Association Section of the Division of Public Construction of the Department of Labor.

Mr. Haymaker advised on methods of arranging sales of Corporation houses, preferably to the tenants, and studied building and loan



association legislation in order to recommend such methods. He prepared accounting forms and drafted a bill for a Federal Home Loan Bank.

When the Section was transferred on July 1 to the Operating Division, Mr. Haymaker's title was changed to Financial Adviser. When the Section was transferred in August to the Real Estate Division, Mr. Haymaker negotiated with savings banks, trust companies, and savings and loan associations near project locations to enlist their cooperation in financing individual purchasers of Corporation houses.

OFFICE FILE OF K. V. HAYMAKER. Feb.-Nov. 1919. 2 ft.

109

Correspondence with secretaries of States, Members of Congress, building and loan associations, and prospective home owners relating to State building and loan legislation, the proposed bill for a Federal Home Loan Bank, and the financing of sales of homes. The correspondence is arranged alphabetically by State. Included at the end of the series are illustrations drawn by Fremont Wood, a California artist, and used for publicity in the home ownership campaign.

#### RECORDS OF THE ARCHITECTURAL DIVISION

The chief function of this Division was the preparation of standard housing plans. Dormitories of temporary construction were provided for single men; houses of permanent construction were provided for men with families. Several standard types were devised for all project houses, dormitories, schools, stores, and community buildings. Variety was obtained by using plans with slight modifications, such as placing the porch at the front on some houses and at the side on others. The standard plans were adapted to meet local climate, local customs, and the use of the most available local materials. The activities of the Division were curtailed and its personnel was reduced after the Armistice. The Division was terminated on June 15, 1919.

BLUEPRINT COPIES OF PLANS OF STANDARD TYPE BUILDINGS. 1918. 4 in. 110

#### RECORDS OF THE TOWN PLANNING DIVISION

This Division was responsible for the general layout of projects--their road systems, zoning, grading, size and shape of blocks and lots, arrangement of buildings, and planting. Frederick L. Olmstead, Manager of the Division from April 16, 1918, until April 1, 1919, H. V. Hubbard, Assistant Manager of the Division and editor of volume II of the "final" report, and other town planning officials were with the Housing Committee before the Bureau was formed.

The activities of the Division were curtailed after the Armistice. When the Division was terminated on June 30, 1919, its Manager, Carl V. Parker, was transferred at first to the Operating Division and later to the Engineering-Construction Division as landscape architect to take



charge of the completion of planting and grading and to attend to the upkeep of the grounds of completed projects.

Other records may be found among the cartographic records described in entries 183-188.

RECORDS OF CARL R. PARKER. 1919. 8 ft.

111

Mr. Parker, Assistant to the Manager of the Town Planning Division, was responsible for office management, records, and the receipt, distribution, and issuance of correspondence. On April 1, 1919, he became Manager of the Division. These records are in two parts:

1. Interdivisional memoranda, copies of forms and procedural instructions issued by the Division, estimates of project work, weekly divisional reports, correspondence relating to the compilation of Volume II of the "final" report, and correspondence, plans, and specifications relating to fences. Arranged by subject or type of record.

2. Copies of investigative reports and memoranda with district town planners, and reports of conferences relating to individual projects, chiefly for 1918. Arranged alphabetically by name of project location.

#### RECORDS OF THE ENGINEERING DIVISION

This Division was set up on April 1, 1918, to plan facilities for water supply, sewerage, drainage, electric and gas lighting, street paving, and fire protection for project property. It was responsible also for the design and construction of the extension of public utilities in communities constructed by the Housing Corporation. The Division furnished technical advice and aid to the Legal Division in entering into contract relations with municipalities and utility companies for such services and for making the necessary loans. The accounting work on these loans was transferred to the Transportation Division on April 15, 1919. The Engineering Division was consolidated with the Construction Division on July 1, 1919.

The office of Chief Engineer was held by John W. Alvord from April 1, 1918, until January 31, 1919; by LeRoy K. Sherman from February 1 until March 1, 1919; and by Charles P. Chase from March 1 until July 1, 1919.

RECORDS OF THE CHIEF ENGINEER. June 1918-Nov. 1919. 2 ft.

112

Correspondence and memoranda relating to contractual relations with municipalities, engineering procedure, project costs, and routine administrative matters; field reports of the district engineers; and other progress reports. The primary subject headings are as follows: briefs, estimates, memos, personnel, reports, and standards.

#### RECORDS OF THE CONSTRUCTION DIVISION

This Division was responsible for the actual building of houses. This function included supervising the procurement of building materials.



Under war conditions it was not feasible for individual contractors to buy large quantities of materials on the open market. Bureau purchases and shipments were coordinated through the War Industries Board and the U. S. Railroad Administration. The Division helped municipalities and private corporations get material for extension of public utilities and transportation facilities. Through the Materials Procurement Branch it located sources of supply, received proposals, and inspected materials. In this work it utilized the facilities of the Construction Department of the Army. There are related records in Files Nos. 813, 1211, 1494, and 4529 of the records listed in appendix III. The Construction Division also handled repairs for commandeered houses in Washington. The Manager of the Division supervised the general work of the Division and directed the activities of its branches and sections, controlled general policies in the field through the traveling supervisors, selected contractors, interviewed bidders, heard and adjusted complaints, and passed on reports.

Daniel T. Webster was Manager of the Division from March 25, 1918, until March 15, 1919, and William C. Lewis, from March 15, 1919, until his resignation on June 28, 1919. On July 1, 1919, the activities of the Division were placed under the jurisdiction of the Engineering-Construction Division.

RECORDS OF THE MANAGER. June 1918-July 1919. 10 in. 113

Correspondence, interoffice memoranda, and reports relating to project costs, insurance, appointments of works superintendents, cost of automobiles, procedure for adjustment of claims, and personnel policies--particularly on wages and overtime. Included are weekly reports to October 1919, correspondence on requests for personnel information to January 1920, and correspondence on the adjustment of claims to September 1920. Arranged alphabetically by subject.

RECORDS OF THE ASSISTANT MANAGER. July 1918-Apr. 1919. 1 ft. 114

Instructions to project managers and works superintendents, other procedural issuances, correspondence, interoffice memoranda, and reports pertaining to adjustment of claims, relationship with the Sales Department and the Adjustment Committee, standard specifications, and such routine management matters as personnel, office space, and filing. The documents labeled "our file" may belong in entry 113. Arranged by type of record.

RECORDS OF WILLIAM C. LEWIS. May-Nov. 1918. 3 in. 115

This file was accumulated by Mr. Lewis when he was Assistant Manager of the Construction Division. There are lists of project personnel and other project data, which are arranged alphabetically by project number. Instructions to works superintendents, auditors, and inspectors, relating to contract adjustments, and lists of wage rates and prices are at the beginning of the series.

INVESTIGATIVE REPORTS ON CONTRACTORS. 1917-18. 5 in. 116

One of the most important duties of the Construction Division was



the selection of contractors. The Division compiled a list of available contractors within a reasonable radius of the project; then it obtained private and confidential reports on their financial standing and business ability and statements regarding other Government contracts on which they were engaged. Wartime restrictions on the purchase of materials and the securing of labor made competitive bidding impossible. Contractors were selected before drawings and specifications were completed.

The reports describing the financial standing and business ability of contractors are in two parts:

1. Reports covering the period April-July 1918, compiled by traveling supervisors and other Construction Division officials. Arranged alphabetically by name of contractor or investigator.

2. Reports covering the period March 1917-October 1918, compiled by traveling supervisors and by Dun and Bradstreet. Related correspondence is included. Arranged alphabetically by name of town, with a folder labeled "Miscellaneous" at the end of the subseries.

CARD FILE RELATING TO CONSTRUCTION COMPANIES. 1918. 9 in. 117

Cards, 3" x 5", each listing the name of a construction company, the amount of money for which it was incorporated, the amount of its operating capital, the class of its construction work, the value of its equipment, a notation to the effect that a confidential report was on file, and remarks on the size of the company or on the buildings it had constructed. Arranged alphabetically by name of company.

MIMEOGRAPHED COPIES OF INSTRUCTIONS AND FORM LETTERS. Mar. 1918-Feb. 1919. 3 in. 118

Relate to standards for industrial housing; general instructions to architects, surveyors, committees of designers, and the field staff; revisions of specifications; contractual relations and loans; accounting; insurance; and fire protection. Arranged chronologically.

RECORDS OF G. A. PORTER RELATING TO PRICES. June-Sept. 1918. 4 in. 119

Mr. Porter was Chief of the Materials Section. The records consist of lists of prices of materials upon which contractors were to base their figures, reports on materials, and correspondence with manufacturers relating to prices. Arranged alphabetically by name of project location.

#### Records of the Cost-Reports Engineering Branch

Cost engineering consisted of keeping complete, current, and accurate records of the cost and progress of work done and of using this information to reduce costs. The cost engineer, aided by the Engineering Division and the field inspectors, recorded production. The Fiscal Division performed the routine bookkeeping and auditing, distributing the costs to certain accounts. The Cost-Reports Engineering Branch used all this information to record project progress.



In the building trade, contractors did not always estimate costs in a uniform manner. Therefore the Branch required that each contractor transfer his estimates into the form required by the Corporation. This was known as the official estimate. The basis of this cost-keeping system was the unit cost, which was based on the cost of lumber per 1,000 feet board-measure, excavation per cubic yard, brickwork per thousand bricks laid, plastering per square yard on the wall, flooring per square foot, and so on.

The contractor was responsible for keeping construction costs within the estimates. At the same time the Corporation kept a check on the contractor. The works superintendent was responsible for getting the work done; the resident cost engineer and the field auditor were responsible for getting cost information. The cost of material erected included the cost of all labor and materials on the books. The cost engineer's report contained a résumé of all accounts and all quantities; it covered the biweekly payroll period. Substantial cost reductions were made by the use of this information.

GENERAL SUBJECT FILE. July 1918-July 1919. 10 in. 120

Instructions to cost engineers, data on the Cost-Reports Engineering Branch for the Senate investigating committee, drafts of reports and diagrams explaining the cost-reports system, project estimates, supply requisitions, and interoffice memoranda relating to the activities of the Branch. Arranged alphabetically by subject or name.

RECORDS OF JOHN C. PRIOR. 1918-19. 3 ft. 121

Mr. Prior was the Chief Cost Engineer. In addition to standardizing the units of reporting information on the weekly cost reports, he devised a standardized format and method of filing for these reports. This is a miscellaneous file consisting of blueprint plats of projects, official estimate figures of project costs, manuals of instructions on standardization of cost accounting procedure, wax tracings of forms used in cost reports, a vandyke and wax tracings of diagrams illustrating filing methods, drafts of narrative reports on the activities of the Cost-Reports Engineering Branch, a few appointment papers of resident cost engineers, reports from Herbert P. Green (the Assistant Cost Engineer), sample reports on projects consisting of recapitulations of costs, estimates, and inventories of equipment of the Quincy project, and correspondence from the Watertown resident engineer. Arranged by subject.

RECORDS RELATING TO PROJECT COSTS. Apr.-Aug. 1919. 5 in. 122

Correspondence relating to the budget for 1920-21, letters from commercial and municipal engineers relating to the USHC method of keeping cost reports, and estimates of project costs. Arranged alphabetically by subject, or by name of person or project location.



CORRESPONDENCE RELATING TO COST REPORTS. Dec. 1918-Feb. 1919.

5 in.

123

Letters from the resident cost engineers relating to the importance of cost keeping and to the usefulness of the cost engineers' reports. Arranged alphabetically by name of project location.

## RECORDS OF THE ENGINEERING-CONSTRUCTION DIVISION

On July 1, 1919, the Engineering Division was consolidated with the Construction Division to form the Engineering-Construction Division. Charles P. Chase, Chief Engineer, was its Manager. The Division was terminated on April 1, 1920, with the formation of the Transportation and Municipal Loans Division.

CONSOLIDATED FILE OF PROJECT CONSTRUCTION DOCUMENTS. 1918-20.

44 ft.

124

Copies of estimates, plans, specifications, agreements, contracts, property maps, Executive orders authorizing project construction, requisitions for purchase of construction material, progress reports from engineers and project supervisors, and correspondence with contractors and project officials relating to planning, construction, contractual relations, utilities, dedication of projects, and adjustments of project contracts.

This series is probably a consolidation of records from several series effected after some or all of the records had become inactive. (In June 1919 Engineering Division records were "classified and put into permanent filing cases." Plans were made in February 1920 for a "revision of construction files.") The documents and folders bear such file stamps and markings as "Contract File," "Construction Division," "Engineering Box File," and "Engineering-Construction Division." Each folder or document has only one file stamp or marking. All records relating to a given project are filed together even though they may have varying file designations (that is, Puget Sound and Bremerton). All records for projects in the Norfolk area are filed under Norfolk. The records are arranged alphabetically by name of project location, with general material at the beginning of the series.

REFERENCE FILE OF CHARLES P. CHASE. July 1918-Sept. 1920. 3 in.

125

Mr. Chase was successively project engineer and Manager of the Engineering Division, the Engineering-Construction Division, and the Transportation and Municipal Loans Division. This file consists of copies of procedural issuances and interoffice memoranda relating to Bureau policies, and instructions and working papers of the "final" report of the Engineering Division. Arranged by subject.

"MISCELLANEOUS FILE." Sept. 1918-June 1920. 8 in.

126

Correspondence, memoranda, reports, and minutes relating to adjustments of contracts, contractual relations, the Senate investigation, municipal loans, requests for blueprints, and personnel matters. A few documents are dated as late as January 1921. Arranged alphabetically



by subject or name of person, with a chronological file of telegrams at the end of the series.

RECORDS RELATING TO THE SENATE INVESTIGATION. Mar.-Sept. 1919.

5 in.

127

Correspondence and interoffice memoranda relating to reports and exhibits collected or prepared at the request of the Senate investigating committee for certain activities of the Engineering Division. Included are some exhibits submitted to the committee, such as reports on "Estimated Cost of Utilities" for certain projects dated in 1918. (During the investigation of the Engineering Division, a lack of uniformity was noted in the methods used by municipalities on levying special assessments for improvements.) Unarranged.

Records of the Plan File Section

The Design Information Section was set up on October 28, 1918, to receipt, record, and distribute drawings, specifications, and related information. It was not a part of any division. LeRoy E. Kern was its Chief.

In December the Section began receiving architects' original drawings and making a record set of blueprints from them. It also began selecting drawings to be reproduced in Volume II of the "final" report.

In May 1919 the Section was merged with the Information Section of the Homes Registration and Information Division. In the middle of June it was placed under the jurisdiction of the Engineering Division. By July 2 it had been redesignated the Plan File Section of the Engineering-Construction Division, with Frank J. Collins as its Chief. It recorded and filed original drawings, plans, maps, and specifications; it took care of blueprinting, lithographing, photostating, and photographing; and it answered requests for blueprints and housing information.

CONSOLIDATED FILE OF TRACINGS. 1918-20. 5 ft.

128

Original tracing papers and tracing cloths of plans, profiles, and designs of ground conditions and project buildings. All records for a given project are in one or more heavy manila wrappers. The consolidation of the records in this file probably took place after some or all of the records became inactive. A few of the wrappers and enclosed records are flat, but most of them have been rolled and the rolls have been flattened. Arranged alphabetically by name of project.

RECORDS OF THE REQUIREMENTS DIVISION

One of the functions of this Division was to encourage private enterprise to undertake housing construction for workers in essential industries in crowded areas. The regulations of the War Industries Board made it necessary for private builders to secure priority orders for construction material. An agreement was worked out with the Non-War



Construction Section of the War Industries Board, the Council of National Defense, and the Housing Corporation whereby county and State offices of the Council of National Defense passed upon applications for private construction. The Requirements Division, through its Private Enterprise Branch, investigated approved applicants, granted permission for the issuance of Federal building licenses, and negotiated for clearance and transportation of construction material.

N. Max Dunning was Manager of the Division.

APPLICATIONS BY PRIVATE BUILDING ENTERPRISES FOR CONSTRUCTION PERMITS  
FOR INDUSTRIAL HOUSING IN CRITICAL AREAS. June-Nov. 1918. 3 ft. 129

These applications were submitted by contractors, construction firms, and housing committees organized by industrial companies and civic bodies. The records include related correspondence with applicants and with the Chief of the Non-War Construction Section, War Industries Board; copies of licenses granted by the War Priorities Board; and construction plans. The documents and/or folders are marked with the private enterprise and the Federal license numbers. Arranged alphabetically by name of applicant.

RECORDS RELATING TO HOUSING CONSTRUCTION WITH PRIVATE CAPITAL. June-Nov. 1918. 2 ft. 130

Consist chiefly of correspondence with construction firms, local civic organizations, the Non-War Construction Section of the War Industries Board, and local councils of defense. Included are a few applications for approval of building enterprises financed with private capital. Arranged alphabetically by name of construction firm, person, or local governmental unit.

MISCELLANEOUS CORRESPONDENCE. Aug.-Nov. 1918. 3 in. 131

Correspondence with applicants for construction permits, the Council of National Defense, and State councils of defense relating to applications for Federal building permits, requests for Federal funds, and the lifting of building restrictions. Included is a list of Shipping Board industrial housing projects. Arranged alphabetically by name of correspondent.

REFERENCE FILE. 1918. 2 in. 132

Copies of appointment blanks; applications for approval of private industrial housing projects; applications for priorities; memoranda on the availability of material, standards, file cards, and individual assignments; a report on the approximate number of houses contemplated as of August 28, 1918; lists of projects; order blanks; and an investigative report. Arranged in the order listed.

RECORDS OF THE INDUSTRIAL RELATIONS DIVISION

This Division was set up on August 3, 1918, to handle labor problems on housing projects for Corporation employees, contractors, and employees



of war industries living in temporary quarters provided by the Housing Corporation. Frank J. Warne was Manager of the Division.

The Division's responsibilities included investigating and adjusting disputes between contractors and employees, providing for an adequate labor supply and employee training, and establishing and maintaining proper standards of working conditions and wages.

The Division employed special representatives, who surveyed labor conditions in the vicinity of a proposed housing project in order to discover sources of labor. They also investigated complaints, adjusted disputes, and improved labor conditions. The works superintendent of each project appointed a "Committee of Three," at the request of the Division, to apply to the local draft board for deferred military classification for essential project workers.

The Division was terminated on July 1, 1919.

GENERAL CORRESPONDENCE. Aug. 1918-July 1919. 2 ft. 133

Correspondence with construction companies, works superintendents, special representatives, the U. S. Employment Service, labor unions, and members of the "Committees of Three" relating to an adequate labor supply, discrimination and alleged discrimination against nonunion laborers and members of minority groups, proper working conditions, adjustment of disputes between contractors and employees, and the military draft. Arranged alphabetically by name of project location.

RECORDS RELATING TO CAUSES OF LABOR TURNOVER. 1918-19. 2 in. 134

Correspondence, weekly labor reports and tabulations, graphs of data on new and discharged employees, and reports on labor turnover percentage. Arranged by type of record.

SUBJECT FILE. Sept. 1918-June 1919. 7 in. 135

Reports on labor, weekly reports of the Division, organization charts of the USHC, wage schedules, requests for employment, and correspondence relating to personnel matters, the military draft, fines imposed on carpenters, the placement of returning servicemen, and the payment of return transportation of carpenters from Kansas City to Washington. Arranged alphabetically by name or subject, with organization charts at the end of the series.

#### RECORDS OF THE OPERATING DIVISION

This Division was organized on July 1, 1918, to operate all buildings constructed or otherwise acquired by the USHC. It approved plans for the projects from the operating point of view. In addition, it purchased furniture and equipment for dormitories, cafeterias, and hotels; supervised the operation of commandeered Washington houses; took care of certain housekeeping activities of the Corporation; and, after the Armistice, handled project insurance.



Allan Robinson was Manager of the Division until February 1, 1919, when he was succeeded by Willard Howe. R. A. McCulloch was Manager from March 7 until June 30, 1920, when the Division was discontinued.

Through its operating representatives, the Division managed project properties in 27 places. These representatives selected and placed tenants, collected rentals, had charge of the maintenance and inspection of properties, took care of such community facilities as social, recreational, and welfare features of the projects, and worked with local municipal officials in matters pertaining to public utilities. As of March 12, 1920, they collected rentals and time purchase payments, and supervised repairs. After July 1, 1920, the operating representatives were designated collectors and were transferred to the Fiscal Division.

GENERAL SUBJECT FILE. Mar. 1918-June 1920. 2 ft. 136

Interoffice memoranda concerning the relation between the Operating Division and other divisions of the USHC, copies of forms and procedural issuances, minutes of meetings, progress and final reports of the Operating Division and its subdivisions, and correspondence relating to project operation, housing development in other countries, rental of office space and maintenance of office equipment, insurance of project property, and disposition of housing projects and of furnishings. Arranged alphabetically by subject.

RECORDS RELATING TO THE OPERATION OF PROJECTS. Aug. 1918-June 1920. 14 ft. 137

Correspondence--chiefly with the project operating representatives--reports, maps, newspaper clippings, and leases pertaining to inspection, repair, furnishing, equipment, utilities, collection of rents, miscellaneous complaints, and other matters of routine project administration. Arranged alphabetically by name of project location.

REPORTS RELATING TO RENTAL RATES. 1919. 3 in. 138

Reports on an analysis of project data to determine proper rental rates for the Bremerton project, March 1919, and for the Mare Island project, January-February 1919, and a schedule of rents for all projects. Arranged in the order listed.

RECORDS RELATING TO AN ANALYSIS OF THE COST AND RECOVERY VALUE OF CORPORATION HOUSES. 1920. 5 in. 139

Folders containing correspondence with the Comptroller, the General Auditor, the Manager of the Real Estate Division, project operating representatives, and construction firms for the period March-June 1920. The correspondence relates to comparative construction costs of wartime and postwar housing, the relative sales value of various types of houses, and detailed analyses for each project of costs, appraisal values, and percentage of loss. Arranged alphabetically by name of project, with a folder at the beginning of the series containing work sheets, tabulations, and correspondence, 1919-20, relating to costs and selling prices of project property.



RECORDS RELATING TO THE LIQUIDATION OF ACTIVITIES CONNECTED WITH  
COMMANDEERED HOUSES. July 1919-July 1920. 3 in.

140

Correspondence, statements, and agreements relating to the payment of chattel loans and rents, the release of the commandeered houses, and the settlement of claims for damages. These records were maintained for the most part by Malcolm C. Dorsey (see entry 141). A few documents are dated as early as December 1918 and as late as November 1920. Arranged by street address of house, by name of borrower or tenant, or by subject.

RECORDS OF MALCOLM C. DORSEY. July 1919-May 1920. 7 in.

141

In July 1919 Mr. Dorsey was appointed operating representative and special disbursing agent for the projects at Aberdeen and Indianhead, the Washington Navy Yard houses, commandeered houses, and chattel loan accounts. He also handled certain routine housekeeping duties for the Washington office. The records consist chiefly of correspondence and reports relating to the collection of rentals for project property and for office space in the Homer Building in Washington, supplies for automobiles, insurance and routine management of project property, and rent refunds to purchasers of project property. Arranged alphabetically by name of correspondent or by subject.

RECORDS OF THE SALVAGE COMMITTEE. Nov. 1918-May 1919. 3 in.

142

This Committee was formed after the Armistice to set up regulations for the disposal of furniture and equipment purchased for project use. It was composed of the Managers of the Operating and the Fiscal Divisions and the Chief of the Sales Branch. Whenever possible, furniture contracts were canceled. Some shipments, however, were en route and could not be canceled; other items, made specifically for the USHC and not in general demand, had been completed but not delivered. Some material was sold to other Federal agencies and some to commercial concerns at a loss to the USHC. When practicable, the merchandise was sold at public auction to the highest competitive bidder.

These records consist of interoffice memoranda of the Legal and the Operating Divisions relating to the legality of selling the furnishings, minutes of committee meetings, adjustments of contracts, sales agreements, and correspondence relating to the cancellation of projects and the sale of furnishings. The records, in two ring binders, are arranged chronologically.

#### RECORDS OF THE INSURANCE DIVISION

The Insurance Section was set up to see that insurance policy contracts protected the Corporation's interests and that insurance premium rates were the lowest obtainable, and, when necessary, to recommend property improvements to obtain premium reductions.

Contractors placed insurance policies and forwarded them to the Insurance Section. Often the policies were returned many times before they were finally approved. If a policy was canceled or revised, the original documents were not returned to the insurance company. Instead,



the company notified the Corporation or the Insurance Section issued "lost policy" vouchers. The Section received notices of accidents, injuries, and loss to property. It also settled controversies and made final adjustments.

At first the Insurance Section was a part of the Fiscal Division. After the Armistice it was transferred to the Operating Division. The Section became a division probably after the Operating Division was terminated on July 1, 1920. Effective September 1, 1920, the Insurance Division was discontinued and its personnel were transferred to the Real Estate Division.

GENERAL RECORDS. Sept. 1918-June 1920. 6 ft.

143

Office orders and memoranda relating to insurance procedure; correspondence with field auditors and insurance companies relating to rates, conditions, and cancellations of insurance; and reports of accidents and fire losses. Arranged by type of insurance, by name of project location, or by project number, with procedural issuances at the beginning of the series.

#### RECORDS OF THE ADJUSTMENT COMMITTEE

After the Armistice 54 projects were abandoned and 15 others were curtailed. The Adjustment Committee was set up on November 13, 1918, to consider and adjust claims of contractors and vendors for losses due to cancellation or curtailment of contracts or orders. By December 31, 1919, 144 contracts and 202 vendors' claims had been adjusted, leaving unadjusted only 2 contracts and 4 vendors' claims.

The original committee--composed of N. Max Dunning, Manager of the Requirements Division, chairman; William A. Payne, Assistant to the General Manager; G. B. Beaumont, General Supervisor of the Construction Division; and Hugh McLaren, Chief of the Contract Section--resigned on February 28, 1919. The following day a new committee was formed; it was composed of William Dall of the Requirements Division, chairman; W. W. Dibrell, Chief of the Estimating Branch; S. H. Francis, Chief of the Contract Section; A. M. Worthington, Chief of the Requisition Section; and R. A. McCulloch, Project Manager.

On May 26, when the Adjustment Committee assumed settlement of contracts on all active projects, its membership was as follows: Mr. McCulloch, chairman; Mr. Dall; H. V. Joslin, traveling cost engineer; and William C. Bradbury, Assistant to the Manager of the Construction Division.

On July 1, 1920, Mr. McCulloch, recently appointed as Custodian of Salvaged Properties, continued as Committee chairman, and the other members of the Committee were Charles P. Chase, Chief Engineer, and Aubin L. Boulware, Secretary of the USHC and Assistant Counsel of the Legal Division. On September 19 Thomas W. O'Brien, Chief Counsel and



Corporation Secretary, succeeded Mr. Boulware, and on February 18 C. U. Freund succeeded Mr. O'Brien. From January through March 1920, Erskine M. Sunderland, Assistant to the President of the USHC, served as chairman during the absence of Mr. McCulloch. On June 1 Mr. Chase succeeded Mr. McCulloch as chairman. (For additional records relating to the Adjustment Committee, see the files of its members.)

In May 1920 the Adjustment Committee records were transferred to the supervision of the Fiscal Division and a fiscal clerk was assigned to maintain them.

MINUTES. Nov. 13, 1918-Mar. 8, 1921. 9 in.

144

These minutes contain recommendations to the USHC Executive Committee on the adjustments of claims and show the action taken. Included is a report of February 28, 1919, submitted by the original committee. The records, in binders, are arranged chronologically.

RECORDS RELATING TO ADJUSTMENT OF CONTRACTORS' CLAIMS. Nov. 1918-Dec. 1920. 8 ft.

145

Preparatory to adjusting the claim of a contractor, an inspector checked materials and an auditor audited the company's books. If an amount could be determined which the contractor agreed to accept and to which the Adjustment Committee considered he was reasonably entitled, the Committee recommended this amount in a statement to the Executive Committee. If the contractor and the Adjustment Committee did not agree, the Executive Committee offered the contractor an additional sum or let him take other steps, depending upon the conditions of his contract.

The records consist of correspondence with contractors and subcontractors, field auditors' reports and correspondence, and Committee recommendations. They are in two parts:

1. Records in the main file, including a few records dated as late as December 1922. The arrangement is alphabetical by name of project location or by type of construction (bungalows, dormitories, and "ready cut" houses), with a section at the end on claims for canceled projects. The secondary arrangement is alphabetical by name of contractor, with folders for subcontractors grouped thereunder.

2. Records chiefly for the Norfolk projects, found among the files of William C. Bradbury, Assistant to the Manager of the Construction Division, who was a member of the Adjustment Committee from May 26 until probably June 30, 1919. These records were forwarded to the Chairman of the Adjustment Committee in December 1919. Arranged alphabetically by name of project location.

RECORDS OF THE SPECIAL COMMITTEE APPOINTED TO CONSIDER THE CLAIM OF WILLIAM LINKER AND CO. June 1919-Feb. 1924. 3 in.

146

This claim arose out of two lump sum contracts by the company with the USHC, dated June 28, 1919, for the construction of school buildings at Cradock and Truxton, Va. The records consist of correspondence, minutes of Committee meetings, and vouchers relating to the adjustment of the claim. Arranged in the order listed.



SETTLEMENT FILE OF MILLWORK CLAIMS. 1918-19. 10 in. 147

Agreements of millwork firms to release the USHC from contracts after the Armistice, invoices, and copies of letters of transmittal of vouchers for payments or checks from the General Auditor to the project representative. These records relate to contracts where the initial agreements were accepted and to those where claims were presented to the Adjustment Committee. The records for each settlement are in a separate manila envelope. Arranged numerically by settlement number, 1-86.

REPORT OF ADJUSTMENT COMMITTEE. 1919-20. 5 in. 148

Several drafts of the December 1919 report and supplements, with related correspondence.

RECORDS ACCUMULATED BY W. W. DIBRELL. Nov. 1918-June 1919. 5 in. 149

Mr. Dibrell, Chief of the Estimating Branch, Requirements Division, was a member of the Adjustment Committee from March 1 until May 25, 1919. The records are in two parts:

1. Memoranda relating to the appointment and resignation of the first Adjustment Committee and to the cancellation and adjustment of contracts, copies of contractual forms, project lists, and project progress reports that were originally maintained by G. B. Beaumont, General Supervisor of the Construction Division, who was a member of the Adjustment Committee from November 13, 1918, until February 28, 1919, when the original committee resigned.

2. Reports from project managers, lists of schedules submitted with Committee recommendations, correspondence with contractors, and inter-office memoranda relating to adjustments. These records were removed from the Requirements Division files and forwarded on December 3, 1919, to the Chairman of the Adjustment Committee. Some of the documents may have been withdrawn from the series described in entry 145.

RECORDS OF WILLIAM DALL. Jan.-May 1919. 3 in. 150

Mr. Dall of the Requirements Division was Chairman of the Adjustment Committee from March 1 until May 25, 1919. The records consist of correspondence, interoffice memoranda, and reports relating to adjustments. Arranged alphabetically by name of Committee member or special representative.

"ADJUSTMENT LETTERS" MAINTAINED BY R. A. McCULLOCH. Apr. 1919-Jan. 1920. 5 in. 151

Correspondence with project contractors and vendors relating to claims and with USHC officials relating to Committee organization and to unsettled claims, and letters of transmittal. The records, in three ring binders, are arranged alphabetically by name of project location, with a section marked "General" at the beginning of the series.

#### RECORDS OF THE CUSTODIAN OF SALVAGED PROPERTIES

On June 15, 1919, the Office of Custodian of Salvaged Property (later Custodian of Salvaged Properties) was set up to supersede the Salvage



Committee that had been formed after the Armistice to arrange for the disposal of furniture and equipment purchased for project use. On March 16, 1920, the Custodian assumed the functions of the abolished Sales Division. This Division had been set up after the Armistice to arrange for the disposal of all materials obtained for abandoned and curtailed projects. The Office of Custodian of Salvaged Properties probably continued to May 1920.

CHRONOLOGICAL FILE OF ERSKINE M. SUNDERLAND. Dec. 1919-May 1920.

3 in.

152

Correspondence and memoranda to and from Mr. Sunderland in his capacity as Assistant to the President, Manager of the Sales Division, and Custodian of Salvaged Properties.

SUBJECT FILE OF ERSKINE M. SUNDERLAND. Nov. 1919-Apr. 1920. 3 in. 153

Reports of activities of the Adjustment Committee and the Sales Division, copies of Adjustment Committee minutes, summaries of transactions covering the disposition of surplus materials handled by the Sales Division, and correspondence relating chiefly to claims and unpaid bills. Arranged alphabetically by name or subject.

RECORDS OF THE LEGAL AND REAL ESTATE DIVISION

It is not known when this Division was set up. The minutes of the Corporation refer to the Real Estate Division as late as March 9, 1927. The only reference that has been found to the Legal and Real Estate Division is a description of its functions in 1929.

The records and functions of the Legal and the Real Estate Divisions began to merge when Herbert V. Juul, Assistant Counsel of the Legal Division, was appointed Manager of the Real Estate Division. The merger probably was complete by January 26, 1924, when Thomas W. O'Brien, Chief Counsel, assumed charge of real estate activities. Mr. O'Brien served until his death on January 26, 1941. He was succeeded by Gordon Eakle, who served as Chief Counsel from July 1941 until February 24, 1942.

In 1929 the functions of the Legal and Real Estate Division were to dispose of legal questions and to prepare legal documents, to represent the Corporation with the Department of Justice in handling litigation, and to have charge of the sale, resale, and conveyancing of real estate holdings.

A select sample of the project files of this Division, representing the various geographic areas of the United States, has been retained. Two sample project files represent the North Atlantic States; two, the South Atlantic States; one, the Middle West; and one, the Far West. The complexities (problems of tax delinquencies, friction with local authorities, and the like) of the liquidation projects have also been taken into consideration in choosing this sample.



GENERAL RECORDS. 1918-42. 15 ft.

154

Correspondence, memoranda, reports, and copies of procedural issuances relating to routine administrative and fiscal matters, project operation and liquidation, and disposition of property; reports, hearings, decisions, and related correspondence pertaining to litigation and the settlement of claims; copies of legislation and Executive orders affecting the Housing Corporation, and related correspondence; copies of legal opinions relating to the requisitioning of real estate, the operation of Government corporations, and taxation; and briefs of judicial cases affecting the Housing Corporation.

This file was probably set up when divisional files were packed for storage. It contains copies of records relating to incorporation of the USHC and of contracts and procedural issuances dated as early as 1918. Correspondence, dated as early as 1926, with the General Accounting Office, the Department of Labor, and the Chief Coordinator of the General Supply Committee, and records relating to the Government Hotels were removed. Records of Arch D. Monteath (see entry 161) and records relating to houses managed by the Department of the Interior, accumulated by Ira Kellner, who had been a member of the legal staff of the Real Estate Division, probably were maintained separately by the Real Estate Division at one time. One folder belonging in this series, labeled "Administration--Files--National Archives," was incorporated into the records of the Auditing Department.

The records are arranged according to an alphabetical subject classification scheme. A copy of this scheme for the period up to 1936 was located among the records of the Auditing Department (see appendix IV).

ABSTRACTS OF TITLE. 1918-24. 2 ft.

155

These abstracts were for certain properties purchased by the USHC in California, Illinois, Iowa, New Jersey, Pennsylvania, and Virginia. The abstracts in this entry were borrowed by the Home Owners' Loan Corporation and returned to the USHC in 1942. The letters of transmittal are included. Arranged alphabetically by name of State.

CORRESPONDENCE WITH LOCAL ATTORNEYS. 1922-29. 2 in.

156

Local attorneys were appointed as special assistants to U. S. district attorneys to aid in reacquiring title and possession of certain Corporation houses. This correspondence relates to their appointments and services, collection of delinquent accounts, and payments to municipalities in lieu of local taxes. Included are a few documents dated as late as 1934. Arranged alphabetically by name of project location, thereunder by name of attorney.

LEDGERS RECORDING REAL ESTATE SALES. 1919-29. 3 in.

157

Ledgers containing control sheets that give contract number, sale price, payment terms, name of purchaser, and property location; date of receipt--from the field--of contract, deed, mortgage, and note; and date of Executive approval, transmittal of documents to the Fiscal Division, and closing of transaction. There are three ledgers. Two of them contain documents that are arranged alphabetically by name of



project location; the third one contains documents for projects in the Norfolk district.

LEGAL FILE. 1919-29. 2 in.

158

This file, probably maintained by Thomas W. O'Brien, Chief Counsel, consists largely of quitclaim deeds, mortgages of release, and similar legal documents relating to Corporation real property. Included are annual reports for 1926 and 1927 on Corporation real property holdings and sales, correspondence relating to property not under the jurisdiction of the Corporation, offers to purchase unsold property, requests for Corporation publications, and the letter of resignation of Robert Watson, USHC President. The records, in an expansion envelope, are unbound.

REFERENCE FILE OF BLANK FORMS AND PROCEDURAL ISSUANCES. 1920-27.  
2 in.

159

Instructions to project collectors, amortization tables, and fidelity bond applications. Arranged by type of issuance.

#### Records Relating to Glenwood Properties

The United States requisitioned certain land in Norfolk County, Va., known as Glenwood Park, Glenwood Annex, and Terminal Heights, on September 28, 1918, under the authority of the Housing Act of May 16, 1918. With the signing of the Armistice, the Government decided to abandon the construction of buildings on this land. Later a topographical map was prepared and a committee of Norfolk realtors appraised the lots and fixed the compensation to be allowed.

Under the terms of the Housing Act, the owner of requisitioned land had the option of accepting the amount in full fixed by the Government for the land or accepting 75 percent of the amount and bringing suit in a Federal court or a court of claims for such additional amounts as he might claim to be justly due.

The Corporation offered former owners of the Glenwood lots the choice of reconveyance or compensation. In either case they were to file proper proofs of claim and other necessary papers with the Real Estate Division by September 15, 1919. Although most of them objected to the amounts of compensation offered, the former owners of only 96 of the 1,006 Glenwood lots agreed to accept reconveyance. The cases were taken to court, where the examination and settlement of titles led to many delays.

GENERAL RECORDS. 1918-29. 1 ft.

160

Reports of conferences and surveys, maps, correspondence relating to the acquisition of real property by purchase and requisition, copies of contracts for the purchase and sale of real property, deeds and related correspondence, and records relating to the disposal of requisitioned land, such as correspondence with property holders and purchasers, local attorneys, and the Guaranty Title and Trust Co.;



daily reports of the selling representative, lists of properties and of cases to be tried, maps, and copies of deeds and forms. There are also a few documents, dated 1948-49, relating to a claim. The records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by subject, or by name.

RECORDS OF ARCH D. MONTEATH. 1918-24. 5 in. 161

Mr. Monteath, a member of the legal staff of the former Real Estate Division, continued similar duties with the Legal and Real Estate Division. He became a member of the USHC Board of Directors on March 26, 1924, and was Secretary-Treasurer of the Corporation from July 10, 1929, until his resignation effective August 31, 1930. These records consist of copies of specifications, petitions, quitclaim deeds, releases, "settlement records," and related correspondence pertaining to pending claims of former owners of requisitioned property. Notations inscribed on or attached to some of the folders in this series show the status of claims on September 1, 1930. Similar notations on some of Mr. Monteath's records (see entry 154) describe the activities to which the records relate and show the status of these activities on August 30, 1930. The records in this series are loose in folders.

MISCELLANEOUS RECORDS. 1918-22. 10 in. 162

Correspondence relating to land acquisition, project planning, and court action; printed copies of evidence, statements, briefs, and petitions relating to judicial action resulting from the requisitioning of property; blueprint and other copies of project maps and plans; mimeographed copies of deeds and of notices of fixing compensation; and lists of property holders. Arranged by subject or by type of record.

Records Relating to Other Norfolk Properties

GENERAL RECORDS. 1918-19. 5 in. 163

Correspondence and reports relating to plans for the acquisition, by purchase and requisition, of real estate in the Norfolk District, and an index to claims at Glenwood. Arranged by subject.

GENERAL RECORDS OF THE NEWPORT NEWS AREA. 1918-19. 5 in. 164

Copies of contracts for purchase and sale of real property, together with related papers and correspondence, and maps, reports of conferences, appraisal reports, deeds, and correspondence relating to the purchase and sale of real property. These records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by subject, or by name.

GENERAL RECORDS OF THE CRADOCK PROJECT. 1918-29. 2 ft. 165

Reports of conferences, maps, and appraisal reports relating to the purchase of real property; copies of contracts for the purchase and sale of real property; and correspondence relating to the purchase, requisition, and sale of real property. Arranged by subject or by type of record.



MISCELLANEOUS MATERIAL RELATING TO THE CRADOCK PROJECT. 1918-40.

2 ft.

166

Copies of deeds, maps, specifications, and appraisal reports relating to project property, and correspondence relating to sale of project property. Included are folders withdrawn from records relating to payments and from records of the Cost Engineer and of the Manager of the Construction Division relating to project costs. Arranged by subject or by type of record.

RECORDS RELATING TO CONTRACTS FOR SALE OF REAL PROPERTY IN CRADOCK.

1920-26. 8 ft.

167

Executed copies of contracts for sale of real property; copies of letters of transmittal of such contracts to the USHC President for signature, to the Fiscal Division, and to the Cradock selling representative; copies of deeds of conveyance for paid-up contracts, contract assignments, deeds of trust, deeds of release, deeds of reconveyance, and cancellation notices; and correspondence relating to the contract terms and execution. A few documents are dated as late as 1934. The records are in two parts:

1. Records pertaining to houses. Arranged numerically by contract number, 1-665.

2. Records pertaining to lots. Arranged numerically by contract number, A1-A324 and A373-A401.

The records are fastened into folders and placed in expansion envelopes. There are approximately 12 contracts to a folder and 1 or 2 folders to an envelope.

Records Relating to Philadelphia Properties

Under the authority of the Housing Act of May 16, 1918, the USHC took title to approximately 37 acres of land in Philadelphia, subdivided the property into lots and blocks, and built 650 houses. Under the authority of the amendment of July 19, 1919, the USHC proceeded in or about 1920 to sell these lots and dwellings to householders under contracts of sale.

Under the contract provisions, the purchasers were to pay an installment at the time the agreement was executed and the balance in monthly installments, with interest at 6 percent. After the purchaser had paid 10 percent of the purchase price, the USHC was to execute a warranty deed free from all encumbrances not mentioned in the contract and then to take back a mortgage to secure the remaining 90 percent. A number of purchasers entered into possession of the property and paid 10 percent of the purchase price.

In the meantime, beginning in 1919, the City of Philadelphia had assessed annual taxes on these properties. Thus the properties were subject to apparent liens for taxes assessed, in some cases, before the date of contract of sale and, in other cases, after the date of the contract but before the date the deed was to be delivered. If the tax



assessments were valid, the liens were payable by the purchaser, who was placed in default and denied the right of the deed until the taxes were paid.

The USHC consequently did not deliver the deeds as intended by the terms of the contracts, but it continued to hold title to the properties. The purchasers did not execute notes and mortgages for the balance of the purchase price. The City of Philadelphia continued to assess the properties for taxation in the name of the Corporation. The USHC took the position that these tax liens were not valid on the ground that the Corporation's interest in such property was not subject to local taxation.

The Supreme Court supported the USHC position in a 1928 decision in the case of the City of New Brunswick v. United States (276 U. S. 547), which had arisen out of a similar situation in New Brunswick. (See "Records Relating to New Brunswick Properties," p. 79.)

After this decision was rendered the City of Philadelphia conceded that taxes assessed before the date of sale were invalid, but it looked to the purchasers for the collection of taxes assessed thereafter.

In April 1929 the USHC sent each purchaser a letter defining its position in the tax controversy and offering a 15 percent discount on all outstanding balances remaining unpaid under the contract, provided cash payment was made in full before the following October 31. The 15 percent would have about equaled the amount of delinquent taxes owed at that time. Approximately 350 purchasers expressed their intention of accepting the offer and 220 settled their tax claims with the city.

Depreciation in the value of real property in Philadelphia made the financing of the houses difficult. Furthermore, a number of the USHC homes were not well constructed and were in need of repair. A group of householders organized the Home Protective Association to seek tax compromises with the City of Philadelphia, and they instituted legal proceedings to test the validity of the tax claims under the State law. On July 8, 1931, the Superior Court of Pennsylvania upheld the right of the City of Philadelphia, under the State law, to assess properties for taxation in the name of the USHC and to enforce tax collection by delinquent tax sales of the properties, subject to the lien of the Federal Government for unpaid purchase money.

By this time the nationwide economic depression had deepened and there was no market for houses. Although approximately 420 purchasers did not make settlement, their contracts were not terminated and no action was taken to evict the property holders. Those who made payments for a limited time later discontinued doing so upon advice of counsel.



An act of Congress approved June 25, 1938 (52 Stat. 1193), provided that the USHC could accept release from a contract holder and could bring appropriate legal proceedings against him for failing or refusing to execute such a release.

In 1939 the USHC turned over to the Department of Justice from 90 to 100 cases in which the balance still due was less than the probable loan value, that is, the delinquent amount was \$2,000 or less.

On August 22, 1941, the remaining Philadelphia properties were referred to the Department of Justice to clear title. Action was taken in the latter part of November to evict the occupants of the houses. Contracts were canceled and the USHC demanded possession of the premises within 30 days. When possession was not surrendered, 384 court actions were brought to secure possession, to quiet title in the Corporation, and to recover reasonable payments for use and occupancy.

The case of United States v. Joseph J. Kehoe, Civil Action No. 1889, in the District Court of the United States for the Eastern District of Pennsylvania (the first case to be scheduled for trial), was regarded as a test case that would determine the issues in most of the cases.

The defendants were permitted to occupy the premises, provided they paid \$25 a month rent pending the Kehoe decision.

The Kehoe case was never tried but was concluded by a stipulation filed on April 23, 1942. Under its terms, judgment was entered quieting title to the property of the USHC and the defendant was to pay \$25 a month rent, with the right to purchase. The Corporation agreed to make such effort as it deemed necessary to obtain cancellation of all taxes and tax liens against the property.

Before the USHC was transferred to the Federal Home Loan Bank Administration on February 24, 1942, the Public Buildings Commissioner requested the Home Owners' Loan Corporation to protect USHC properties in Philadelphia and to collect the rent. The houses had been occupied rent free in some cases. The General Accounting Office audit of February 28, 1942, pointed out that individuals had been permitted to occupy the Philadelphia houses rent free.

By HOLC Order No. 92 of April 14, 1942, the Home Owners' Loan Corporation was authorized to take possession of, protect, and supervise the Philadelphia properties, and to rent them under the direction of the General Manager. These duties were delegated to J. S. Baughman, Pennsylvania State Manager of the Home Owners' Loan Corporation.

The rental problems were resolved when the Office of Price Administration for the Philadelphia-Camden area issued Rent Control Regulation No. 28 on July 1, 1942. It provided that, with certain exceptions, rents charged in that area could not exceed those in effect on March 1, 1942.



RECORDS RELATING TO REQUESTS FOR DEEDS. 1920-42. 1 ft. 168

Reports on delinquent purchasers, memoranda of the selling representative and of Real Estate Division officials relating to receipt of final payment of property and transmittal of deeds to property purchasers, and correspondence with purchasers, their legal agents, and the U. S. attorney relating to the sale of approximately 214 properties and to proof of legal heirs of deceased purchasers. Arranged numerically by contract number, 3-683.

GENERAL RECORDS. 1918-30. 1 ft. 169

Copies of contracts for purchase of real property, together with related papers and correspondence, and deeds, maps, reports of conferences, appraisal reports, and correspondence relating to the requisitioning, purchase, and sale of project property, the disposal of commandeered houses, claims, structural defects and the repair of damaged houses, and the tax controversy. Most of the records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by subject, or by name.

RECORDS RELATING TO PHILADELPHIA REAL ESTATE. 1918-22. 2 in. 170

Appointment papers of members of the Board of Survey and of selling representatives, reports of the Board of Survey relating to the valuation of properties and repairs needed on houses, memoranda relating to the appraisal reports and terms of sale, copies of instructions to selling representatives and forms used in sales transactions, and signed ribbon copies of Executive Committee approvals of sales agreements. Arranged chronologically and fastened into copy 1 of the "Appraiser's Book" for Philadelphia, described in entry 94.

NOTICES OF SALE OF REAL PROPERTY. May-July 1920; Aug. 1920-July 1921. 1 in. 171

Field memoranda from the selling representative to the operating representative, noting the execution of contracts for sale of real property at Philadelphia and giving a description of the property, the purchase price, the terms of payment, and receipt of first payment. Arranged numerically by property number, 1-200 and 401-599.

RECORDS RELATING TO CONTRACTS FOR SALE OF REAL PROPERTY IN PHILADELPHIA. 1918-35. 4 ft. 172

Executed copies of contracts for sale of real property; copies of letters of transmittal of such contracts to the USHC President for signature, to the Fiscal Division, and to the Philadelphia selling representative, and, where applicable, copies of deeds of conveyance for paid-up contracts, contract assignments, quitclaim deeds, and death certificates; interoffice memoranda of Real Estate, Fiscal, and Legal Division officials and of the selling representative relating to the completion of contract terms; correspondence with property purchasers, their legal agents, executors and heirs of estates of deceased purchasers, and city officials relating to transfer of property title, mortgages, alterations in terms of original contracts, structural defects



of houses, and unpaid taxes; and "charge-out" sheets for certain contracts removed for photostating on June 12, 1941. (These contracts have been filed at the end of this series.) Included is some correspondence dated as late as 1949 relating to claims and to the recording of deeds. The records are fastened into folders and placed in expansion envelopes. There are approximately 12 contracts to a folder and 1 or 2 folders to an envelope. Arranged numerically by contract number.

RECORDS RELATING CHIEFLY TO PHILADELPHIA PROPERTIES. 1920-42.

2 ft.

173

Correspondence (withdrawn from the series described in entry 15) for New Brunswick and Philadelphia for the period 1926-37; correspondence with the Corn National Bank, which handled collections for the Philadelphia properties; and correspondence with property purchasers and delinquent tenants relating to payments of property installments and rents, tax matters, insurance, faulty construction of houses, and litigation. Arranged by subject.

Records Relating to Rock Island District Properties

GENERAL RECORDS. 1918-31. 2 ft.

174

Copies of contracts for purchase of real property in Rock Island, Moline, and East Moline, together with related papers and correspondence, and maps, appraisal reports, and correspondence relating to the purchase and sale of real property and to tax matters. These records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by name, or by subject.

RECORDS RELATING TO CONTRACTS FOR SALE OF REAL PROPERTY IN ROCK ISLAND DISTRICT. 1919-29. 1 ft.

175

Executed copies of contracts for sale of real property; copies of letters of transmittal of such contracts to the USHC President for signature, to the Fiscal Division, and to the Rock Island District selling representative; warranty deeds; mortgages; releases of mortgages; and, where applicable, correspondence relating to the contract terms and execution. The records are fastened into folders and placed in expansion envelopes. There are approximately 12 contracts to a folder and 1 or 2 folders to an envelope. Arranged numerically by contract number: 1A-35A, 1B-105B, 1C-32C, and 1D-30D.

MISCELLANEOUS RECORDS RELATING TO THE ROCK ISLAND DISTRICT. 1923-34; 1937-42. 4 in.

176

Correspondence relating to the advertising and sale of the last lots in the Rock Island District and to project liquidation while the USHC was under the jurisdiction of Public Buildings; folders withdrawn from records described in entry 15; and other Office of the Treasurer records relating to payment for project property.



## Records Relating to Vallejo Properties

GENERAL RECORDS. 1918-29. 10 in.

177

Copies of contracts for purchase of real property, together with related papers and correspondence, and maps, appraisal reports, and correspondence relating to the purchase and sale of real property. Included is a copy of the resolution of the Board of Directors, dated June 9, 1926, authorizing a 10 percent discount on property sales in Vallejo. Most of these records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by name, or by subject.

RECORDS RELATING TO CONTRACTS FOR SALE OF REAL PROPERTY. 1920-33.

2 ft.

178

Executed copies of contracts for sale of real property; copies of letters of transmittal of such contracts to the USHC President for signature, to the Fiscal Division, and to the Vallejo selling representative; agreements to purchase insurance; copies of deeds; mortgages; releases of mortgages; and, where applicable, correspondence relating to contract terms and execution. The records are fastened into folders and placed in expansion envelopes. There are approximately 12 contracts to a folder and 1 or 2 folders to an envelope. Arranged numerically by contract number, 1-155.

MISCELLANEOUS MATERIAL RELATING TO THE VALLEJO PROJECT. 1920-39.

7 in.

179

Copies of contracts, a report of the Board of Survey, photographs, maps, deeds, mortgages, correspondence relating to the school and to the sale of project property, and folders withdrawn from records described in entry 15. Arranged by subject or by type of record.

## Records Relating to Watertown Properties

GENERAL RECORDS. 1918-28. 2 ft.

180

Copies of contracts for purchase of real property, together with related papers and correspondence, and maps and correspondence relating to the purchase and sale of real property. These records are fastened into folders and placed in expansion envelopes. Arranged by type of record, by subject, or by name.

RECORDS RELATING TO CONTRACTS FOR SALE OF REAL PROPERTY. 1920-31.

1 ft.

181

Executed copies of contracts for sale of real property; copies of letters of transmittal of such contracts to the USHC President for signature, to the Fiscal Division, and to the Watertown selling representative; warranty deeds; bonds; indentures; mortgage releases; and, where applicable, correspondence relating to the contract terms and execution. A few documents are dated as late as 1936. The records are fastened into folders and placed in expansion envelopes. There are approximately 12 contracts to a folder and 1 or 2 folders to an envelope. Arranged numerically by contract number, 1-155.



MISCELLANEOUS MATERIAL RELATING TO THE WATERTOWN PROJECT. 1919-41.

5 in.

182

Copies of deeds and maps relating to project property and correspondence relating to litigation, settlement of utilities agreements, and property disposal. Included are folders withdrawn from records described in entry 15 relating to payments for project property and from records described in entry 88 relating to service agreements. Arranged by subject or by type of record.

CARTOGRAPHIC RECORDS RELATING TO PROJECTS OR PROPOSED PROJECTS

These cartographic and related records are byproducts of the planning for numerous construction projects. The units that produced them are in most cases not clearly identified. The records are separately maintained in the National Archives.

MAPS AND PLANS OF PROJECT AREAS. 1918-19. 2 in. 126 items.

183

Published, photoprocessed, and a few manuscript maps and plans of numbered project areas. Included are preliminary and final plans of housing developments showing boundary limits, street layouts, layouts of houses by blocks, landscape plantings and gradings, topography, and stores, schools, and other facilities. Other maps show ownership of adjacent properties and suggested lands to be added to the developments, plans of buildings, and profiles of streets. Arranged numerically by project number.

ANNOTATED MAPS AND PLANS OF PROJECT AREAS. 1918-19. 2 in.

136 items.

184

Processed maps and plans of numbered project areas annotated to show the progress of construction in the developments, properties required or not required, types of construction for the houses, changes in plans, and proposed electric systems. Many of these records are signed by members of the United States Housing Corporation and are noted as being records of conferences. Arranged numerically by project number.

MAPS AND PLANS WITHOUT PROJECT NUMBERS. 1918-19. 2 in. 233 items.

185

Manuscript, published, and photoprocessed maps and plans of developments and building plans. Processed maps of cities or local areas are annotated to show industrial sites and potential housing sites, areas no longer needed by the Corporation, and present and proposed systems of transportation between housing sites and industrial locations. Arranged alphabetically by name of city or local area.

RECORDS MAINTAINED OR COMPILED BY THE TRANSPORTATION DIVISION.

1918-20. 4 items.

186

A manuscript plan of the Newport News, Va., project area showing the main transportation route to the Morrison Aviation Camp; a photoprocessed graph showing the daily flow of traffic and the operating schedules for the Norfolk-Portsmouth ferries, Va., for October 1920; and photoprocessed maps of parts of Washington, D. C., annotated to



show steps taken in proposed track construction for the Washington Belt Line.

RECORDS MAINTAINED OR COMPILED BY THE TOWN PLANNING DIVISION. 1918-19. 1 in. 75 items. 187

Manuscript and annotated photoprocessed map-plans of parts of cities and of United States Housing Corporation project areas showing properties required by or no longer needed by the Corporation, proposed and accepted changes in developments, and facilities to be built such as electric lines, sewers, and streets. Many of these plans are signed by members of the Corporation and noted as being records of conferences. Arranged alphabetically by name of city.

RECORDS MAINTAINED OR COMPILED BY THE REAL ESTATE DIVISION. 1918. 2 items. 188

A manuscript map of the Puget Sound area, Washington State, showing lands to be acquired for the housing development and changes in plans for the development; and an annotated plan of properties in the 39th Ward, Philadelphia, Pa.

#### RECORDS OF THE PUBLIC BUILDINGS SERVICE

RECORDS OF PUBLIC BUILDINGS SERVICE OFFICIALS RELATING TO THE LIQUIDATION OF THE HOUSING CORPORATION. 1937-42. 10 in. 189

A compilation of statutes and Executive orders (1918-37) relating to the Housing Corporation, an inventory of property compiled at the time the Housing Corporation was transferred to the jurisdiction of the Public Buildings Service, legal opinions, letters of resignation of PBS officials engaged in USHC liquidation activities, and correspondence relating to unsold project property. Arranged alphabetically by name of project location, with general material at the beginning of the file.

#### RECORDS OF THE FEDERAL HOME LOAN BANK ADMINISTRATION

RECORDS RELATING TO THE LIQUIDATION OF THE USHC. 1942-50. 4 ft. 190

Correspondence and reports relating to the transfer of USHC functions from the Public Buildings Administration to the Federal Home Loan Bank Administration, to audits of USHC accounts, and to the liquidation of project properties. Included are copies, dated as early as 1918, of legislation, Executive orders, and legal opinions authorizing USHC operation; and judicial decisions, stipulations, and correspondence relating to litigation proceedings concerned with project properties. Arranged alphabetically by subject or by name of project location.

#### RECORDS OF THE HOME OWNERS' LOAN CORPORATION

##### Records of the Auditing Department

GENERAL RECORDS. 1942-50. 3 ft. 191

Copies of audits for the periods July 1, 1936-June 30, 1937, July 1,



1937-February 28, 1942, and July 19, 1918-June 30, 1945, as well as periodic audits for the period 1943-50; the General Manager's monthly reports of activities, and printed reports for the period 1918-47 (including the final audit and the final report to Congress); correspondence of the General Manager's office relating to the liquidation of the USHC and to the preparation of the final report to Congress, 1942-47; statements, work papers, and correspondence relating to stipulation, use and occupancy, and money judgments; and correspondence of the General Auditor's office relating to the preparation of audits and to the use of agency records in the custody of the National Archives. Arranged by type of record in the order listed.

#### Records of the Comptroller

GENERAL RECORDS. 1942-46. 3 ft. 192

Monthly financial statements for the period March 31, 1929-December 31, 1936; a supplemental report of the Comptroller, dated February 14, 1946, showing details of capitalization, realization, and profit from operations for the period March 1, 1942-June 30, 1945, together with work papers and the preliminary draft; annual financial reports, 1943-45, together with related correspondence; disbursement ledger sheets and reconciliations of collections and deposits with accounts current, 1943-45; trial balances; correspondence; journal vouchers and supporting papers; copies of audits; monthly balance sheets; schedules of collections; subsidiary vouchers and schedules of disbursements interfiled; and reports on status of appropriations. Arranged by type of record in the order listed.

#### Records of the Treasurer

CONTRACTS AND DEEDS. 1918-45. 2 in. 193

Original contracts of purchase, deeds, and titles of certain properties in Philadelphia, probably withdrawn from earlier files.

SCHEDULES OF DISBURSEMENTS AND VOUCHERS. 1943-45. 3 ft. 194

Arranged by type of record, thereunder chronologically.

#### Records of the Legal Department

SUBJECT FILE. 1942-47. 1 ft. 195

Copies of Corporation bylaws and amendments, minutes and memoranda relating to subjects for discussion at meetings of the Board of Directors, correspondence relating to the liquidation and dissolution of the Corporation, instructions on the sale of properties, copies of conveyancing resolutions, reports of operation, and a memorandum relating to the Emergency Price Control Act of 1942 as it affected rent of Corporation houses. Included is a bound typescript copy of the Corporation report of February 17, 1920 (volume 1), covering the period March 1-December 31, 1919. (This is the only copy that has been located.) Arranged by subject.



PROJECT RECORDS. 1942-50. 4 ft.

196

Correspondence, maps, and copies of contracts and deeds relating to litigation, tax matters, project operation, and sale of project property. Included are documents, dated as early as 1919, which were withdrawn from other series. Most of the records deal with the Philadelphia project. Arranged alphabetically by project name, thereunder by subject or contract number.

### Records Relating to New Brunswick Properties

Under the terms of the Housing Act of May 16, 1918, the United States Housing Corporation (USHC) purchased 42 acres of land on the outskirts of New Brunswick, N. J., adjacent to a munitions factory, and constructed 192 houses on the land. This project was known as Lincoln Gardens. Under the authority of the amendment of July 19, 1919, the USHC sold the houses in Lincoln Gardens to individual householders in 1920.

The contract provisions were the same as those governing the purchase of Philadelphia properties. (See "Records Relating to Philadelphia Properties," p. 70.)

After the last house was sold in November 1920, the USHC failed to deliver the deeds as prescribed by the terms of the contract, but it continued to hold title to the properties. When the purchasers demanded that the Corporation deliver the deeds or return their payments, they learned that the properties were encumbered with unpaid city taxes for the years 1918, 1919, and 1920.

The purchasers then organized to protect their rights. In an attempt to pacify them and to induce them to continue their payments, the USHC advised the committees that came to Washington in behalf of the purchasers that the city tax assessments were unlawful since United States property was not subject to local taxation until the United States had divested itself of title. It also wrote to individual purchasers giving them the same information. Because of these assurances, the purchasers continued to pay.

In 1922 the USHC, through the district attorney for New Jersey, filed an action in the Federal district court to force the city to cancel its tax assessments. The case was tried in 1924; and the court held that after 10 percent of the purchase price had been paid, even though no deeds had been issued, the taxes assessed after 1920 were lawful. The Federal Government appealed the decision. The circuit court of appeals heard the case in 1926 and held that the property was not subject to local taxation until the United States had divested itself of title.

The city of New Brunswick took the case to the United States Supreme Court in the case of the City of New Brunswick v. the United States (276 U. S. 547). According to the Supreme Court's decision dated April 9, 1928, when the purchaser had paid enough to entitle him to a deed he



could be assessed for local taxation against the entire value of the property; the tax lien was enforceable against the interest of the purchaser but not against the interest of the Corporation; the collection of taxes assessed thereafter was a matter between the city and the purchaser, and was of no concern to the USHC; and interests, rights, and liens held by the Corporation were paramount and superior to any lien the city might have and could not be disturbed by any action of the city to enforce the collection of taxes.

Immediately after this decision the city, without applying to the State court for authority, sold the property to itself for the alleged taxes. The purchasers thereupon made application for review to the State supreme court, the county court, the State board of taxation, and again to the State supreme court, all of which denied the application because of the decision rendered by the United States Supreme Court (276 U. S. 547).

Acting on the authority of this denial, the city proceeded with tax foreclosure proceedings on the tax sale certificates. Local taxes against these properties approximated \$385,000, almost double the value of the property. Contract holders retained counsel to contest the foreclosure actions and in 1934 formed an association. With the cooperation of the municipal authorities, the association succeeded in getting relief through an act of Congress dated June 25, 1938 (52 Stat. 1193), amending sections 9-13 of the Housing Act of May 16, 1918. At the time this act was passed the United States still held title to 122 houses in the Lincoln Gardens project. The original contract sale price of these houses had been about \$510,000, of which \$31,490 was still due.

According to the provisions of the amendment, the New Brunswick contract holders were to release their rights and interests in the property and the original contracts were to be declared null and void. The USHC thereupon was to sell to the property holders the property covered by the forfeited contracts for 15 percent of the original contract price plus any unpaid amounts due the Corporation under this contract and the value of any other valid liens except tax liens that existed at the date of sale. Payment was to be made in cash or secured by mortgage. Then the Corporation was to execute and deliver to the purchaser a warranty deed free of encumbrances and to retain a first lien on the unpaid part. The mortgages, which were not to exceed 50 percent of the original contract price, were to be executed on forms approved by the Federal Housing Administration and were to be purchased from the USHC by the Reconstruction Finance Corporation. All funds received from the USHC from property sales, collection of mortgages, and sales of mortgages were to be used first to pay expenses incurred in the sales transactions and then the remainder was to be paid to the city of New Brunswick for "municipal and school service" rendered before the date of the sale. Approximately 88 of the 122 titles were liquidated as a result of the provisions of this act.



GENERAL RECORDS OF THE LINCOLN GARDENS PROJECT. 1942-44. 5 in. 197

Status reports of the sale of property, copies of legislation and legal decisions, and correspondence relating to progress of sales. Unarranged.

RECORDS RELATING TO SALES CONTRACTS FOR THE LINCOLN GARDENS PROJECT. 1920-44. 1 ft. 198

Copies of original contracts; contract releases issued under provisions of the act of June 25, 1938; mortgagees' applications for FHA insurance; deeds; mortgage liens; inspection reports; sales closers' reports; correspondence with contract holders relating to payments, delinquencies in payments, and insurance; and correspondence with lawyers relating to property sales. Arranged numerically by original contract number.

### Records of the Property Management Division

OFFICE FILE OF J. STANLEY BAUGHMAN. 1942-45. 3 ft. 199

Mr. Baughman was Pennsylvania State Manager of the Home Owners' Loan Corporation when it took over the management of USHC properties on February 28, 1942. The following October Mr. Baughman became HOLC Deputy General Manager in Charge of Property Management and a member of the USHC Board of Directors.

These records, which consist of correspondence and reports relating to the management, rental, and sale of USHC project properties, are in three parts:

1. Chiefly records for the Philadelphia project, but including copies of appraisals of properties made by the Federal Housing Administration in November 1940 at the request of the Public Buildings Administration and by the Appraisal Section of the Home Owners' Loan Corporation in 1942; correspondence with the Office of Price Administration relating to rent control regulations and with the Department of Justice relating to stipulation contract holders; and correspondence relating to the tax controversy. Arranged alphabetically by subject.

2. Records similar to those described in part 1, above. Arranged alphabetically by name of project location.

3. Chiefly fiscal records relating to the reimbursement of the Home Owners' Loan Corporation for property management expenditures, to audits, and to the analysis of operations. Arranged alphabetically by subject.

PROPERTY MANAGEMENT DOCKETS. 1941-45. 26 ft. 200

These dockets incorporate folders maintained by the Home Owners' Loan Corporation and the USHC relating chiefly to quieting the title of properties held by the USHC in Philadelphia and to the repair, rental, and sale of houses on these properties. A few New Brunswick dockets are included. A typical docket consists of a copy of the original contract for sale, dated 1919-20; the initial report of property inspection; specifications, vouchers of expenditures, and receipted bills for repairs; copies of offer to lease, landlord's petition to increase rent, order increasing rent, citizenship affidavit of lessee, lease agreement,



judgment to quiet title, agreement to purchase, and deed; and related correspondence with officials of the Department of Justice, the USHC, the Home Owners' Loan Corporation, and the National Housing Authority and with property purchasers, their legal agents, and heirs and executors of deceased property holders. These records were maintained by J. Stanley Baughman, Pennsylvania State Manager of the Home Owners' Loan Corporation and later Vice President of the USHC. Arranged numerically by docket number, 1-416, with New Brunswick dockets at the end of the series.

PROPERTY LEDGER SHEETS. 1942-45. 4 in. 201

HOLC Forms RO-A-290E showing for certain properties debits and credits to the accounts of renters who later purchased the properties. The ledger sheets contain entries for location and kind of property, the date of the ledger entry, number of the vouchers for the transaction, description of property, and debit and credit entries with account balance. Arranged by State, thereunder by property number.

LEDGERS. 1942-45. 6 in. 202

Two ledgers showing properties owned and a record of monthly stipulation payments, and one ledger showing collection on money judgments. Each ledger is arranged chronologically by month.

#### Records of the Appraiser

RECORDS RELATING TO APPRAISALS. 1942-45. 2 in. 203

Appraisal reports and related correspondence chiefly for Philadelphia properties. These records were maintained by Asa B. Miller, Chief Appraiser of the Home Owners' Loan Corporation. Arranged by subject.

#### FIELD OFFICE RECORDS

##### RECORDS OF THE TRANSPORTATION AND MUNICIPAL LOANS DIVISION

Much of the work of the Division was handled through district or branch offices. (The terms branch office and district office were used interchangeably.) All transportation projects in New England, New York, and New Jersey were handled through a branch office in New York City, organized in June 1918 and directed by J. Peyton Clark from May 25, 1918, through March 15, 1919. Projects in the Middle West were handled through the Chicago office of A. L. Drum and Co., consulting engineers. This company handled Transportation Division affairs in eastern Pennsylvania through its Philadelphia office.

H. A. Nicholl became Manager of Transportation in the Hampton Roads District. After August 20, 1919, the Transportation Division supervised all operating and construction work for the Norfolk County Ferries. The contract was extended several times. Final settlement was made on January 2, 1926.

Projects in other localities were generally handled directly from the Washington office.



RECORDS OF THE NEW YORK CITY BRANCH OFFICE. 1918-19. 5 ft. 204

Consist of correspondence with the Washington office, transportation companies, and firms producing war materials; schedules of special trains to accommodate warworkers; reports, maps, vouchers, and newspaper clippings relating to the solution of transportation problems; and correspondence and interoffice memoranda relating to office management. Arranged numerically (1-209), according to a numerical subject scheme. For significant file designations, see appendix V.

RECORDS OF H. H. EASTERLY. 1918. 1 ft. 205

Mr. Easterly, consulting engineer of A. L. Drum and Co., represented the Transportation Division and made field trips. These records consist of correspondence with local officials, with A. L. Drum and Co., and with the central office of the Housing Bureau; inspectors' and investigators' reports; blueprints of project plans; and newspaper clippings relating to proposed transportation projects. Arranged by name of person or project location.

OFFICE FILE OF CONRAD H. RAPP. 1918-19. 5 in. 206

Mr. Rapp was project manager for the Norfolk Ferries. This file consists of correspondence relating to the operation of and the accounting procedures for the ferries. Arranged by subject.

#### RECORDS OF THE TOWN PLANNING DIVISION

CORRESPONDENCE OF CORNELIUS G. KOLFF. Mar. 13-May 16, 1919. 1 in. 207

A ring binder, labeled "Chats Between a Town Manager and His Assistants," containing correspondence relating to the activities of Cornelius G. Kolff, District Town Manager, Erie, Pa. Arranged chronologically.

OFFICE FILE OF F. H. HENDERSON. Oct. 1918-June 1919. 4 in. 208

Mr. Henderson was Assistant Town Planner, Erie, Pa. This file consists of instructions, plans, progress reports, minutes, and interoffice memoranda relating to town planning in Erie. Arranged by subject.

#### RECORDS OF THE WASHINGTON DIVISION OF THE U. S. HOMES REGISTRATION SERVICE

This Division was set up to manage commandeered houses in Washington, D. C. (For records of the Committee on Requisitioned Houses, see entries 70-74.) On September 16, 1918, Edwin S. Hege, manager of the Room Registration Office of the District Council of Defense, became Manager of the Washington Division. Mr. Hege acted somewhat in the capacity of an operating representative for Washington under the direction of the Committee on Requisitioned Houses. On September 25 the Division took over the activities of the Washington Committee on Equipment of Houses. The Washington Division was composed of the Commandeered Houses Section and the Registry and Placement Section.



On October 22, 1918, Mr. Brigham of the Homes Registration and Information Division was detailed to the Washington Division to represent the Committee on Requisitioned Houses and to have general charge of the houses up to the time they were released or in full operation. David F. Weaver was detailed, and later assigned, to the Washington Division to represent the Real Estate and Commandeering Division and to handle all dealings with the owners of the houses. Others detailed, and later assigned, to the Washington Division were as follows: Percy S. Foster, in charge of leasing the houses, Paul M. Zimmerman, in charge of purchasing furniture, and Mrs. Elizabeth A. Helmick, in charge of inspectors and matrons, all from the Operating Division; C. Eugene Doyle, in charge of collections, from the Fiscal Division; and Raymond C. Snow, in charge of repairs, from the Construction Division.

The matrons, placed in the 43 commandeered lodging houses to assure their satisfactory operation, were representatives of the Housing Bureau. Each matron kept a bank account, made payments by check, procured receipts, kept a book of accounts, and deposited in the bank account all funds she received. She made daily reports on receipts and expenditures, the number of employees, and the number of room vacancies, if any.

Auditors went over the matrons' accounts, and inspectors visited the houses periodically and submitted reports to Mr. Hege. The houses were operated at substantial losses to the Government. Mr. Hege made monthly financial reports to the Fiscal Division and monthly progress reports to the Committee on Requisitioned Houses. The Committee referred these reports to the Board of Directors.

In addition to the commandeered houses, the Washington Division managed certain Government-owned houses supervised by the Department of the Interior and by the Superintendent of Public Buildings and Grounds.

On June 30, 1919, after many reductions in personnel, the Washington Division was discontinued and its records and responsibilities in connection with the requisitioned houses, including chattel loans and furniture rentals, were transferred to the Operating Division. Mr. Brigham, who became Manager of the Real Estate Division, continued to have an interest in the commandeered houses.

The complex organizational history of the Washington Division led to the creation of numerous record series. Many of the individuals detailed from other divisions maintained individual folders for each of the houses as well as general records relating to the specific activities for which they were responsible. The consolidation of the Washington Division's duties in January 1919 led to the merging of files. In addition, officials of the various divisions charged with duties in connection with the requisitioned houses maintained their own records (see entries 98 and 140). Since the records of this Division were completely disorganized and in poor physical condition, their analysis has been very difficult.



RECORDS RELATING TO ROOMING HOUSES IN WASHINGTON, D. C. Jan. 1918-  
Feb. 1919. 7 in.

209

Applications for matrons' positions and for rooms, copies of publicity articles relating to the housing shortage, instructions for inspection of houses, reports of inspection, letters to all house directors of rooming houses, and related correspondence. These records were at first maintained by the Room Registration Office of the District Council of Defense. The records are in two parts, each of which is arranged alphabetically by subject.

CORRESPONDENCE RELATING TO HOUSING NEEDS IN WASHINGTON, D. C. Sept.-  
Oct. 1918. 2 in.

210

Correspondence with housing liaison officers of Government agencies, the Red Cross, and the telephone company relating to housing needs of their employees and to requests of employees to operate requisitioned houses. Arranged alphabetically by name of agency.

OFFICE RECORDS OF EDWIN S. HEGE. Oct. 1918-July 1919. 1 ft.

211

Mr. Hege was Manager of the Washington Division of the U. S. Homes Registration Service from September 17, 1918, through June 30, 1919. He acted somewhat in the capacity of operating representative under the direction of the Committee on Requisitioned Houses. These records, relating chiefly to routine housekeeping activities, are in two parts:

1. Correspondence relating to the use of automobiles, Negro housing, release of houses, disposition of furniture, and the Saulsbury resolution for rent control in the District of Columbia; reports of personnel; oaths of office; weekly and monthly reports of the activities of the Division; and copies of form letters for the period February-May 1918. Arranged alphabetically by subject.

2. Applications for rooms and for jobs; correspondence pertaining to the information booth the USHC maintained at Union Station and to the relationship between Washington Residence Halls and the requisitioned houses; and copies of bills, laws, decisions, and hearings relating to housing legislation applicable to the District of Columbia. Arranged alphabetically by name of correspondent or by subject.

RECORDS RELATING TO COMMANDEERED HOUSES. 1918-19. 5 in.

212

Correspondence with persons who wanted to run commandeered houses; progress reports; notes on conferences; copies of forms; and memoranda relating to payments on furniture and to collection of rent. Arranged by subject or by type of record.

RECORDS RELATING TO HOUSES FORMERLY SUPERVISED BY THE DEPARTMENT OF THE  
INTERIOR. July 1918-Apr. 1919. 2 in.

213

The Washington Committee on Equipment of Houses recommended that the USHC take over the management of these houses, which were located on New Jersey Avenue. The records consist of correspondence relating to loans to furnish and repair the houses, inspection reports on their operation, appraisal reports on fair rentals, leases, and chattel deeds of trust. Arranged numerically by street number of house.



GENERAL LEDGER. Aug. 1918-July 1919. 2 in.

214

A ledger showing cash in bank, accounts receivable and payable, income from operated and rented houses, fixed assets, expenses, losses, working capital, and closed and transferred accounts. The accounts are classified by groups to which letters of the alphabet have been assigned. The arrangement is alphabetical by these classification codes.

AUDIT REPORTS. 1919. 1/2 in.

215

These reports are for January 31, May 31, and June 30, 1919. Arranged chronologically.

#### RECORDS OF THE GOVERNMENT HOTELS

The housing shortage in Washington hindered the recruitment of clerical workers for the Federal Government. As early as December 17, 1917, the executive secretary of the National Civil Service Reform League reported that the Housing Committee of the District Council of Defense was unable to handle the housing situation and that Washington housing was a Federal and not a District problem. By March 1918 Washington housing and especially living quarters for Government warworkers, had become a problem for Congress.

On April 20 the Manager of the Production Division made a comprehensive report to the Housing Bureau Director on housing conditions and the availability of building sites in Washington. The Housing Act of May 16, 1918, included a provision for Washington housing. This provision was amended on June 4 to authorize the acquisition of real property for local housing.

Washington housing construction projects were planned for 23d and B Streets, N.W., and for Union Station Plaza. The former project was canceled after the Armistice.

An Executive order of June 15, 1918, authorized the use of squares 229 and 230 near Union Station for housing construction. By August 5 construction work had begun. Although overtime was authorized, it was difficult to find labor. After the Armistice, overtime was discontinued and construction slowed down because of uncertainty about the future of the project and because of labor unrest. On January 21, 1919, the House Committee on Public Buildings and Grounds permitted work on the project to proceed.

The Washington housing project was known successively as the Washington Dormitories, the Washington Residence Halls, and the Government Hotels. Records of this project are filed under all three names.

The first hotel unit was opened on December 9, 1918. The names of the units were designated for convenience by the letters of the alphabet, A-B Building, C-D Building, and so on.



The management of these buildings at first was under the Operating Division. On October 1, 1918, Alfred S. Ames, manager of the St. Charles Hotel, New Orleans, was approved as General Manager. He resigned after the Armistice. Miss Harlean James was Manager from June 18, 1919, until September 1, 1920. Mrs. Sarah E. Sumner became Manager thereafter and continued to serve in this capacity until operation of the hotels was terminated on June 30, 1930.

GENERAL RECORDS. 1919-30. 8 ft.

216

Correspondence, reports, memoranda, minutes of staff meetings, petitions submitted by guests and employees, inventories of supplies, and newspaper clippings relating to the operation of the Government Hotels under the direction of Miss Harlean James and her successor, Mrs. Sarah E. Sumner. These records contain significant comments about local labor conditions and race relations. Arranged alphabetically by subject or by type of record.

MISCELLANEOUS CORRESPONDENCE. 1919-29. 2 ft.

217

Correspondence with local firms relating to products they wished to sell and to the indebtedness of employees and former employees; with employees and former employees relating to appointments, terminations, and disciplinary actions; with guests relating to service; with Members of Congress relating to their constituents who were guests or employees; and with members of families of deceased guests and employees. Arranged alphabetically by name of writer.

GENERAL LEDGERS. 1919-30. 22 vols. 5 ft.

218

These ledgers show earnings and expenditures, and assets and liabilities, by each fiscal year, for the Government Hotels. Arranged chronologically.

NEWSPAPER CLIPPINGS. 1920-21. 1 in.

219

Relate to activities of the Government Hotels. The mounted clippings, in a ring binder, are arranged chronologically. A few unmounted clippings are included.







## APPENDIX I

### List of United States Housing Corporation Projects

An asterisk indicates that the project was continued after the Armistice.

<u>Project No.</u>	<u>Project Location</u>
56	*Aberdeen, Md.
185, 597, 1165	Alabama Nitrate District
554	Alton, Ill.
621	Alliance, Ohio
59	*Bath, Maine
24	Bethlehem, Pa.
102	*Bridgeport, Conn.
456	Butler, Pa.
565	Charleston, S. C.
18	*Charleston, W. Va.
243	Dayton, Ohio
244	Elizabeth, N. J.
10	*Erie, Pa.
578	Ilion, N. Y.
1314	Indianapolis, Ind.
496	*Indianhead, Md.
457	*Hammond, Ind.
607	Kenilworth, N. J.
398	Lowell, Mass.
581	*Mare Island (Vallejo), Calif.
997	Muskegon, Mich.
271	*New Brunswick, N. J.
1371	New Castle, Del.
157	*New London, Conn.
382	*Newport, R. I.
57-B	Newport News, Va.
880	Neville Island, Pa.
404	*Niagara Falls, N. Y.
481	*Niles, Ohio
150	Norfolk District
150-A	*Cradock, Va.
150-B	Glenwood, Va.
150-C	*Truxton, Va.
840	Penniman, Va.
60	Pensacola, Fla.
471	Perth Amboy, N. J.
44	Philadelphia, Pa.
503	*Navy Yard
1536	Tacony
119	Chester, Pa.--Eddystone
	Ridley Park



<u>Project No.</u>	<u>Project Location</u>
2125	Pompton Lakes, N. J.
2990	Port Penn, Del.
604, 1110	Portsmouth, N. H. (Kittery, Maine)
141	*Puget Sound Navy Yard (Bremerton), Wash.
62	*Quincy, Mass.
246	*Rock Island District
246-C	Davenport, Iowa
246-A	Moline, Ill.
246-B	East Moline, Ill.
	Rock Island, Ill.
1368	Seven Pines, Va.
138	Sharon, Pa.
471-A	South Amboy (Ernstson), N. J.
1535	South Bend, Ind.
2708	Stamford (Springdale), Conn.
130	Staten Island, N. Y.
1367	Tullytown, Pa.
118	Warren, Ohio
54	Washington, D. C., District
27	Navy Yard
	Navy Yard Extension
54-A	*Residence Halls (Government Hotels)
54-F	Bureau of Standards
54-G	South Capitol Street
549	Steel and Ordnance Co.
380	Waterbury, Conn.
389	*Watertown, N. Y.
151	Watervliet (Troy), N. Y.
1366	Woodbury, N. J.
2972	Lyles (Wrigley), Tenn.
381	Milton, Pa.
722	New Orleans, La.
2728	Portsmouth, Ohio



## APPENDIX II

### List of Selected Subjects (Entry 15)

One asterisk indicates that there are records of a later date described in entry 154 and two asterisks indicate that there are records of a later date described in the records of the Legal and Real Estate Division.

<u>File No.</u>	<u>Subject</u>
7	Norfolk County Ferries, 1920-26
15	Transportation Division, 1919-23
18	*Cradock, 1919-25
19	Glenwood, 1920-25
46	**Government Hotels, 1919-24
47	Bath, 1919-22
78	*Vallejo, 1920-26
78A	Bremerton, 1920-25
88	Audits
91	**Special Disbursing Agent and Department of the Treasury, 1923-26
93	Chief Clerk, 1919-24
99	**General Accounting Office
101	Alliance, 1919-20
104	Niles, 1921-22
121	Commandeered Houses in Washington, 1919-20
123	**Department of Labor
131	**Estimates and statements, 1922-26
134	Davenport, 1919-20
149	Aberdeen, 1919-25
165	Navy Department
175	*Philadelphia, 1920-25
176	Quincy, Newport, Lowell, Kittery, 1920-28
177	Department of the Treasury, 1922-26
178	Erie, 1921-25
178A	Niles, 1924-25
181	Rock Island, 1920-27
182	*Bridgeport, 1920-21
188	Pompton Lakes, 1920-25
194	Bridgeport, New London, and Waterbury, 1920-28
200	Hammond, 1921-28
201	Bureau of the Budget, 1920-25
202	**Chief Coordinator, 1923-28
210	**Leases, 1925



## APPENDIX III

### List of Selected Subjects in the General File Maintained by the General File Unit (Entry 56)

<u>File No.</u>	<u>Subject</u>
49	S. J. Gompers, Chief Clerk, Department of Labor
63	Francis Mahoney, Chief Field Clerk, Homes Registration and Information Division
71, 415	Legislation
82	General orders
87, 613	Secretary of Labor
89	National Housing Association
91	Organization of municipal housing companies
94	Housing companies
100	Types of construction, architectural plans
116	Salaries for types of construction work, including architects' fees
125	G. H. Dorr, War Department representative on the Interdepartmental Housing Committee
131, 3365	Furniture and Equipment Section
143	New Jersey houses of the Department of the Interior
161, 1293, 1307, 1312	Emergency Fleet Corporation
168	National Lumber Manufacturers' Association
170	Questionnaire relating to transportation investigations
173	Condemnation of land (procedure used in England)
196	Bureau of Yards and Docks, Navy Department
199	Frederick L. Olmstead, Town Planning
201	Samuel Gompers, American Federation of Labor and Committee on Labor
247, 1331, 1375	Council of National Defense
278	Joseph D. Leland, Vice President of the USHC
292	Walter Reid, Traveling Supervisor
315	William E. Shannon, Real Estate Division
324	Daniel T. Webster, Construction Division
351	Staff conferences on organization
428, 2274	I. N. Phelps Stokes, Preliminary Investigations Division
432	Correspondence on USHC publications
446	Engineering Division
474	<u>The American Architect</u>
488	Reports, lists, publications, instructions, suggestions, legislation
504	Otto M. Eidlitz



<u>File No.</u>	<u>Subject</u>
506	Senate hearings
628	Legal Division
642	Policy
664	Housing plans
783	Philip Hiss, Bureau of Yards and Docks, Navy Department
784	Mrs. R. M. Easley, member of Housing Committee
806	Publicity
813	War Department, Construction Division
839, 3110	Information and Education Service, Labor Department
923	New York office of Transportation Division
1078	Transportation Division reports
1186	Felix Frankfurter, War Labor Policies Board
1194	Royal Meeker, Bureau of Labor Statistics, re wage adjustments
1211	Maj. James E. Schuyler, Chief of Purchasing Branch, War Industries Board
1424	Use of automobiles
1476	Operating Division
1494	Construction Division, especially project reports
1492	Interdepartmental Committee on Housing
1496	Legal decision on power to sell and tax USHC real property
1682	Housing and Health Division, War Department
1691	Negro housing
1718	USHC policy re schools at projects
1828	Relations with the War Department, chiefly with Richard S. Childs, Housing Repre- sentative, Housing and Health Division
1876	Walworth Cady, Field Representative, Homes Registration Service
1949	Chief Counsel, USHC
1993, 4736	Materials Procurement Branch
2309	Legal--including information re title to property in Pennsylvania and Illinois
2354	U. S. Employment Service
2382, 3403, 3809, 3909	War Industries Board
2465	War Department re housing
2777	Commandeered houses
2801	U. S. Railroad Administration re transpor- tation problems
2918	Historical Branch, War Department
2950	First Assistant Postmaster re vacancy canvasses
3014	Division of Surveys and Statistics



<u>File No.</u>	<u>Subject</u>
3016	Weekly division reports
3060	Roads and utility development in Hampton Roads District
3158	Conference on furniture requirements
3210	Construction Division instructions
3317	Dr. James Ford
3448	William Garland, President, National Association of Real Estate Boards
4060	Transportation
4271	Harlean James, Executive Secretary
4495	L. E. Kern, Design Information Section
4529	Standards for housing
4811	Adjustment Committee
4825	Secretary of Navy re housing
5085	Correspondence with State Governors
5087	Charles R. Bixby, Field Agent
5163	Sale of Corporation property
5297	Homes Registration and Information Division
5311	Plans for Federal industrial housing
5328	Publicity of housing plans
5342	Sales Department
5468	"Own Your Own Home" Section
5489	Housing Committee
5517	Irving Macomber, Vice President of the USHC



## APPENDIX IV

### List of Selected Subjects in the General Records of the Legal and Real Estate Division (Entry 154)

One asterisk indicates that there are records of an earlier date described in entry 15 and two asterisks indicate that there are records of a later date described in entry 191.

<p>Accounting</p> <p>    Chief Accountant</p> <p>    General Accounting Office</p> <p>    Procedure</p> <p>Administration</p> <p>    United States Housing Corporation</p> <p>        General</p> <p>        Meetings</p> <p>        Capital stock</p> <p>        Certificate of incorporation</p> <p>    Building and Loan Associations</p> <p>*Chief Coordinator</p> <p>    Comptroller General</p> <p>    Contracts</p> <p>    Credit investigations</p> <p>    Executive orders</p> <p>    Files</p> <p>    **National Archives</p> <p>        General</p> <p>Mail</p> <p>Memoranda to approved mortgagees</p> <p>Printing</p> <p>    Procedure</p> <p>    Resolutions</p> <p>    Signature authorizations</p> <p>    Space</p> <p>    Vault</p> <p>Equipment</p> <p>    Automobiles of Corporation</p> <p>    Interdepartmental transfers</p> <p>    Nonexpendable materials</p> <p>    General</p> <p>Finance</p> <p>    Budget</p> <p>    Checks</p> <p>    Investments</p> <p>    Travel</p> <p>    General</p> <p>*Government Hotels</p> <p>Housing</p> <p>    Central Housing Committee</p>	<p>Materials</p> <p>    General</p> <p>    Washington Committee on Equip-         ment of Houses</p> <p>    Houses per project</p> <p>    House types</p> <p>Insurance</p> <p>Labor, Department of</p> <p>    *Correspondence</p> <p>    Chief Clerk</p> <p>    General</p> <p>Legal</p> <p>    General</p> <p>    General</p> <p>        Department of the Interior</p> <p>    Foreclosures</p> <p>    Legislation</p> <p>    Litigation</p> <p>    Norfolk County ferries</p> <p>    Norfolk County ferries</p> <p>        New York vs. Wasp</p> <p>    Opinions</p> <p>    Opinions</p> <p>        Requisitions</p> <p>    Policy</p> <p>Navy Department</p> <p>    Navy obligations</p> <p>    Transfer of ready cuts to Navy</p> <p>Personnel</p> <p>    Applications</p> <p>    Appointments</p> <p>    Building passes</p> <p>    Citizenship</p> <p>    Civil service</p> <p>    Contractors willing to certify</p> <p>    Contractors</p> <p>    Regulations</p> <p>    Surety bonds</p> <p>    General</p> <p>Real Estate</p> <p>    Federal Real Estate Board</p>
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Land acquired in payment of debt  
Release of mortgages  
Surplus  
Transfers and cancellations  
Unsold and reacquired  
General  
Taxes

Transportation Division  
Buffalo and Depew Railway Co.  
Lehigh Valley Transit Co.  
Proposed purchase of cars from  
North Shore Traction Co.  
Seaboard Air Line Railroad Co.  
Treasury  
General



## APPENDIX V

### List of Selected Subjects in the Records of the New York City Branch Office (Entry 204)

<u>File No.</u>	<u>Subject</u>
1	New Brunswick, N. J.
2	Transportation facilities at Asbury Park, N. J.
3	The Connecticut Co.
4	Staten Island
5	Quincy
6	Watertown
7	Central Railroad of New Jersey
8	Special workmen's trains
9	Bridgeport
27	Bethlehem Shipbuilding
28	Lowell, Mass.
29	Special excursion train
30	Bound Brook, N. J.
32	Rockville, Conn.
33	Standard Aircraft Corp.
36	Saybrook Junction, New London
46	Providence, R. I.
49	Singer Manufacturing Co.
50	Raritan River Railroad, Wye Construction, South Amboy
51	Newark, Orange, Bloomfield
52	Pompton Lakes, Transportation
53	West Hanover, Mass.
54	Transportation facilities to Ilion, N. Y.
55	Marblehead, Mass.
56	Jersey City Traction Co., Rehabilitation of equipment
60	Transportation facilities, Tullytown, Pa.
61	Transportation facilities at Watervliet Arsenal
63	E. I. duPont
64	Transportation facilities at Raritan Arsenal, N. J.
65	Preliminary reports
84	Danbury, Waterbury
85	Correspondence referring to W. S. Atchison (The Connecticut Co.)
86	Portsmouth, N. H.
89	Transportation facilities, Lake Denmark
95	Transportation facilities, City Island
97	California Loading Co.
98	Nixon Nitration Co.



File No.

Subject

99  
146, 150, 155-167  
154  
177

Watertown Arsenal Construction  
The Connecticut Co.  
General correspondence  
Jersey Central Traction Co.



For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.







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PRELIMINARY



INVENTORIES

Number 141

RECORDS OF THE NATIONAL BOARD OF HEALTH

Compiled by Charles Zaid

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962







PRELIMINARY INVENTORY OF THE RECORDS OF THE  
NATIONAL BOARD OF HEALTH

(Record Group 90)

Compiled by Charles Zaid



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.







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## INTRODUCTION

The idea of a centralized national health organization had been entertained by public health officials in the United States since the epidemic of yellow fever in 1793.<sup>1</sup> In 1872 officers of the Marine Hospital Service participated in the organization of the American Public Health Association (A.P.H.A.), the first national body of public health workers in the United States.<sup>2</sup> At its first meeting, the A.P.H.A. was presented with a plan for a national health organization by Dr. C. C. Cox, health officer of Washington, D.C. This plan, however, and a similar plan proposed at a conference of leading sanitarians held in Washington in 1875 failed to materialize. This failure has been attributed to the rivalries in the medical departments of the Army, the Navy, and the Marine Hospital Service, each of which sought legislation from Congress that would make its service more prominent in national sanitary work.<sup>3</sup>

The yellow fever epidemic of 1878, however, forced the issue. This devastating outbreak swept up the Mississippi Valley from New Orleans exacting a toll of more than 100,000 victims, 20,000 of whom died under the eyes of physicians and of State and local boards of health despite their earnest efforts. The Valley States realized that the epidemic came from the river and blamed the Louisiana authorities for lax sanitary administration. They felt that their only guaranty against future outbreaks of a similar nature lay in a coordinated health service under national auspices.

In April 1878 Dr. John M. Woodworth, Supervising Surgeon General, Marine Hospital Service, succeeded in getting a bill through Congress, which conferred quarantining powers on his department. The act of April 29, 1878 (20 Stat. 37), entitled "An Act to prevent the introduction of contagious or infectious diseases into the United States," was the first national quarantine law to be enacted. Congress, however, failed to appropriate the funds necessary to carry out the provisions of the act.

In 1879 an effort was made in Congress to put teeth into Dr. Woodworth's bill. But the act that Congress finally passed in March 1879 was sponsored by the American Public Health Association; and it transferred from the Marine Hospital Service all the health duties and powers hitherto conferred upon it, including all maritime quarantine. Dr. Woodworth's death shortly afterward was attributed by many to the defeat of his bill, in the sponsoring of which he had driven himself to the point of exhaustion.

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<sup>1</sup>Wilson G. Smillie, Public Health, Its Promise for the Future, p. 331 (New York, 1955).

<sup>2</sup>Ralph C. Williams, The United States Public Health Service, 1798-1950, p. 73 (Washington, 1951).

<sup>3</sup>Smillie, op. cit.



The act of March 3, 1879 (20 Stat. 484), establishing the National Board of Health, and the act of June 2, 1879 (21 Stat. 5), elaborating on the Board's duties, may be summarized as follows: (1) the Board shall consist of seven members, to be appointed by the President, by and with the advice and consent of the Senate, not more than one of whom shall be appointed from any one State, whose compensation during the time when actually engaged in the performance of their duties under this act, shall be ten dollars per diem each and reasonable expenses, and of one medical officer of the Army, one medical officer of the Navy, one medical officer of the Marine Hospital Service, and one officer from the Department of Justice, to be detailed by the Secretaries of the several departments and the Attorney General, respectively, and the officers so detailed shall receive no compensation; (2) no vessel shall enter any port of the United States from any foreign port where any contagious disease exists except as provided by law or regulation; (3) certificates of health must be secured from consular or medical officers at the port of departure and from the health officer of the port of entry; (4) medical officers may be detailed to foreign ports to serve in the offices of consuls, and officers from the several departments of the Government may be detailed for temporary duty to carry out the provisions of the act; (5) the National Board of Health shall cooperate with State and municipal boards of health to prevent the introduction and spread of disease; (6) the National Board of Health shall make and publish regulations governing conduct of vessels; (7) the National Board of Health shall secure and publish weekly reports of the sanitary condition of foreign ports and ports and places in the United States; (8) an annual report of the Board's operation is required; (9) the Secretary of the Treasury is authorized to fix the fees for placing vessels in sanitary condition; and (10) an appropriation is made and reports of expenditures are required.

Section 2 of the act of March 3, 1879, provided that "the duties of the National Board of Health shall be to obtain information on all matters affecting the public health, to advise the several departments of the Government, the executives of the several States, and the Commissioners of the District of Columbia, on all questions submitted by them, or whenever in the opinion of the board such advice may tend to the preservation and improvement of the public health" and "to report to Congress . . . a plan for a national public health organization," special attention being given to quarantine and regulations to be established between the States, as well as a national quarantine system.

The Board, which held its first meeting on April 1, 1879, consisted of the following civilian members: Dr. Samuel M. Bemiss, New Orleans, La.; Dr. Henry I. Bowditch, Boston, Mass.; Dr. James L. Cabell, Charlottesville, Va.; Dr. Hosmer A. Johnson, Chicago, Ill.; Dr. Robert W. Mitchell, Memphis, Tenn.; Dr. Stephen Smith, New York City; and Dr. Tullio S. Verdi, Washington, D.C. Officers detailed to it by the several departments of the Government were as follows: Dr. Preston H. Bailhache, Marine Hospital Service; Dr. John S. Billings, Surgeon, U.S. Army; Dr. Thomas J. Turner, Medical



Director, U.S. Navy; and Samuel F. Phillips, Esq., Solicitor General. The Board elected the following officers at its organizational meeting: Dr. James L. Cabell, President; Dr. John S. Billings, Vice President; Dr. Thomas J. Turner, Secretary; and Doctors Cabell, Billings, Turner, Smith, and Bailhache as members of the Executive Committee. Dr. Cabell, professor at the University of Virginia, was one of the most distinguished physicians of his day; Dr. Smith had done more to advance the public health than any other man in the country; Dr. Bowditch was the pioneer in State health work in New England; and Dr. Billings was to become the foremost physician of the land.

A circular announcing the establishment of the National Board of Health set forth rules for the government of the Board in aiding State and local boards of health. Among these were included specifications for applications for aid through the State board of health or, in case there was no State board of health, through the Governor of the State. The Board met at varying intervals of approximately 1 month to 6 weeks. Meetings were held at several places, including Atlanta, Ga., and Nashville, Tenn. Most of the meetings, however, were held in Washington where the Executive Committee met almost daily. Maritime and inland quarantine matters were the Board's principal concern. Because of the occurrence each year of epidemics of yellow fever, it was natural that the Board should give special attention to epidemic outbreaks. A commission, appointed to investigate yellow fever in Cuba, consisted of Dr. Stanford E. Chaillé and Col. T. S. Hardie, of New Orleans, Dr. John Guiteras, of Philadelphia, and Surgeon George M. Sternberg, U.S. Army. It sailed for Havana on July 4, 1879, and returned on October 4, 1879. The preliminary report of this commission was printed as Appendix B to the Annual Report of the National Board of Health for 1879.

The act of June 2, 1879, contained authority for the assignment of medical officers to foreign countries. Only one officer was assigned by the Board to this duty, he being sent to Cuba. The act also authorized the Board to collect information relative to sanitary conditions and to conduct related investigations. Under this plan the eastern and southern parts of the United States were divided into districts or areas. The Board appointed the following eight inspectors, who were assigned territory extending from Portland, Maine, to the mouth of the Rio Grande in lower Texas: Dr. Elisha Harris, from Portland, Maine, to New York City; Dr. E. M. Wight, from New York City to Baltimore; Dr. A. N. Bell, from Norfolk, Va., to Brunswick, Ga.; Dr. W. H. Elliott, from Brunswick, Ga., to Key West, Fla.; Dr. Jerome Cochran, from Key West to Pensacola; Dr. J. D. Palmer, from Pensacola to the mouths of the Mississippi River; Dr. Wirt Johnson, from the mouths of the Mississippi River to Galveston, Tex.; and Dr. J. H. Pope, from Galveston to the mouth of the Rio Grande.

One of the functions inherited by the Board from the Marine Hospital Service, under the Quarantine Act of 1878, was that of publishing weekly mortality reports received from cities and towns of the United States and overseas consular posts. These reports were published by the Board in a



series of weekly bulletins, the first of which was issued on June 28, 1879. The reports, which analyzed the causes of mortality at home and abroad, were published in order to isolate the area or areas in which infectious diseases appeared and to quarantine them to prevent the spread of such diseases. Dr. Stephen Smith, a member of the Board and first chairman of its Committee on Vital Statistics, foresaw a wider usefulness for these reports as a yardstick by which public health authorities could determine the most prevalent causes of death and focus the attention of the medical profession on the task of combating these killer diseases.

On June 2, 1879, Congress passed an act (21 Stat. 5), giving the Board wide quarantine powers, and it appropriated \$500,000 for the Board's quarantine work. This act contained one clause which proved to be a fatal weakness--it provided that the act should not continue in force for a longer period than 4 years from the date of its approval. Competition between the Marine Hospital Service and the National Board of Health is reflected in an act approved August 7, 1882 (22 Stat. 315), providing appropriations for the Board and restricting its activities so that "hereafter the duties and investigations of the Board of Health shall be confined to the diseases of cholera, small-pox, and yellow fever."

The law under which the Board operated expired by limitation on June 1, 1883. Despite the support of the American Public Health Association, the Sanitary Council of the Mississippi Valley, the State departments of health of Massachusetts, New York, Illinois, Michigan, and many others, the reenactment bill of June 2, 1883, failed to pass. A small grant of \$10,000 was given the National Board of Health to continue its investigations and advisory functions, but all its quarantine powers reverted to the Marine Hospital Service. The Marine Hospital Service then took charge of national quarantine and public health matters and brought into active operation the quarantine law of 1878. The \$10,000 grant to the National Board of Health was continued in subsequent annual appropriations of Congress, including that of June 1885. The last annual report of its operations was submitted by the Board on November 30, 1885. The Board actually went out of existence on June 30, 1886, when Congress failed to renew an appropriation of funds for it. The Quarantine Act of February 15, 1893 (27 Stat. 449), specifically repealed the act of March 3, 1879, establishing the National Board of Health.

Dr. Stephen Smith, a member of the Board throughout its existence, foresaw that Congress would lose interest in the National Board of Health. He knew that the unwieldy board of experts, each living in a different community and attempting to carry out administrative duties, with no cohesion, no real unity of opinion, and no central authority, was an impossible administrative machine. He therefore advised the Public Health Committee of the House of Representatives in 1883 to confer all public health duties and powers on the National Board of Health but to incorporate in the Board the officers, the staff, and the activities of the Marine Hospital Service. He advised this course of action because he believed that Congress



would continue to support a service agency that had full-time career officers and was incorporated as an integral part of National Government machinery. Dr. Wilson G. Smillie, in his book on the development of public health in the United States (see footnote, p. 1), states that the members of the National Board of Health, because they were public health experts, should have served as a permanent policy-forming body and that the surgeon general of the Marine Hospital Service should have been made the executive officer of the Board, with all actual administrative responsibility centered in him. In the opinion of Dr. Smillie, the failure to achieve this synthesis of the two Government agencies retarded seriously the development of our Public Health Service.

The National Board of Health was organized into various committees each of which performed some distinct function of the Board. The Executive Committee consisted of five members, including the President, Vice President, and Secretary of the Board. It met almost daily for the conduct of the routine business of the Board, and it acted in the name of the Board during the intervals between its sessions. In addition, there were the following seven standing committees, each composed of three members appointed by the President of the Board (with the exception of the committee on epidemics and contagious diseases, which consisted of five members): (1) on rules and interpretations of the constituting act and by-laws; (2) on finance and accounts; (3) on epidemics and contagious diseases; (4) on adulterations and deteriorations of food and drugs; (5) on registration and vital statistics; (6) on State, municipal, and local sanitary legislation; and (7) on the diseases of domestic animals. Other Board committees, active during the period 1882-83, were: Committee on Quarantine Legislation--State, national, and international; Standing Committee on Scientific Investigations; and the Committee on Sanitary Inspection of Immigrants. Each committee conducted much of its work by correspondence, and communications received by the Board were sorted into subject categories by its clerical staff and routed to the committee assigned to handle the type of work corresponding to those categories. For a description of the record series illustrating this procedure, see entries 6 and 7 of the inventory; and for a list of the subject categories into which the communications received by the Board were arranged, see appendix I.

This inventory describes the records of the National Board of Health, 1879-84. These records, amounting to 42 cubic feet and including minutes, correspondence, reports, bulletins, and related printed matter, were transferred to the National Archives from the Federal Security Agency on February 10, 1942. They constitute part of the records in Record Group 90, Records of the Public Health Service, which amount to approximately 1,400 cubic feet and cover the period 1831-1945.

Measurements given in this inventory are in linear feet and inches.







## RECORDS OF THE NATIONAL BOARD OF HEALTH

MINUTES OF THE BOARD. Apr. 1, 1879-June 22, 1882. 1 vol. and unbound papers. 8 in. 1

Manuscript copies of minutes of the Board, including those of its organizational meeting on April 1, 1879. The minutes for the period April 1, 1879-December 14, 1881, are entered in a bound volume entitled "Record." An index at the beginning of the volume shows in tabular form the year, month, and day on which meetings were held and the number of the page on which the minutes of a particular meeting begin. There are also unbound copies of minutes of Board meetings held during 1879, and in May and December 1880, March and June 1881, and June 1882. Arranged chronologically.

MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD. Apr. 1879-July 1882. 2 vols. and unbound papers. 1 ft. 2

Copies in longhand of minutes of the Committee, including those of its first meeting on April 2, 1879. The minutes for the period April 2, 1879-July 22, 1882, are entered in a bound volume entitled "Executive Committee." An index at the beginning of the volume shows in tabular form the year, month, and day on which meetings were held and the number of the page on which the minutes of a particular meeting begin. Another volume, labeled "Volume 3," contains minutes of the Executive Committee, numbered 1 through 29, for the period January 3-December 14, 1881. There is an alphabetical subject index at the beginning of this volume. There are also eight unbound copies of a series of Executive Committee minutes, labeled "Volume 4" and numbered 1 through 15, for the period January 4-June 30, 1882. Arranged chronologically.

COPIES OF EXECUTIVE COMMITTEE MINUTES. Apr.-Dec. 1879; Jan.-Dec. 1881. 9 in. 3

Handwritten copies of the minutes of the Committee. Arranged chronologically.

COPIES OF LETTERS SENT. Apr. 1879-Jan. 1882. 5 vols. 2 ft. 4

Copies of letters sent by the National Board of Health to other Federal agencies, Members of Congress, U. S. consular officers in foreign countries, State and municipal boards of health, scientists and doctors engaged in work of major significance, and to its own agents and inspectors in the field relating to such matters as a uniform system of reporting vital statistics; quarantine regulations to be enforced at ports of entry; the extent to which a clean bill of health issued to a ship in a foreign port could be regarded as a guaranty of safety by American quarantine officials; proposals made at an International Sanitary Conference for the establishment of an international system of notification of the existence of contagious and infectious diseases in any of the member nations; the expediting of a joint congressional resolution for printing the annual reports of the National Board of Health; the forwarding of mortality and sanitary reports from U. S. consulates in



foreign cities; special investigations of a scientific nature described in the bulletins and appendixes to the annual reports of the Board; and instructions to and accounts for services rendered by its inspectors in the field. The copies are entered in longhand in five bound volumes entitled "Letters." Volume 1 covers the period April-October 1879; volume 2, October 1879-June 1880; volume 3, June 1880-February 1881; volume 4, February 1881-January 1882; and volume 5, January 3-17, 1882. Arranged chronologically.

DRAFT COPIES OF LETTERS SENT. 1879. 2 in.

Draft copies of letters sent by the Board during the year 1879. A <sup>5</sup> few of the drafts are written in longhand, but most of them are in shorthand. Arranged chronologically.

LETTERS RECEIVED. 1879-83. 29 ft.

Letters received by the National Board of Health from other Federal <sup>6</sup> agencies; Members of Congress; U. S. consular officers abroad; State, county, and municipal boards of health; and its own agents in the field relating to such matters as collecting and collating the sanitary laws of the United States; treatment and control of contagious diseases; maintenance of quarantine stations near ports of entry; expense incurred by municipal authorities for such services as sewerage, removal of ashes and garbage, street paving, and deep drainage; the weekly death rate in incorporated cities and towns of the United States; mortality and sanitary reports from foreign cities; bills of health issued to vessels at Havana, Cuba; bills from consulates and domestic agents of the Board for services rendered; and recommendations for appointment to positions with the Board. The letters are numbered in order of their receipt. The action taken on each letter is indicated by a routing reference inscribed on the jacket accompanying the letter, which identified the individual or committee of the Board assigned to handle the type of business dealt with in the letter. For example, all letters dealing with vital statistics were referred to the Board's Committee on Registration and Vital Statistics. As the committee completed action on a group of letters, it forwarded them to be filed by the group; and the different groups of letters were arranged by subject and filed in the order in which they were answered. For a list of the subject file headings for the letters described in this entry, see appendix I. The letters are listed and summarized in the register described in entry 8.

CORRESPONDENCE RECEIVED FROM MEMBERS OF THE BOARD. 1879-83. 3 ft. <sup>7</sup>

Letters and telegrams received from members of the Board residing in or assigned to stations outside of Washington, D. C., who performed many of their official duties by correspondence when the Board was not in session. Included in this series is correspondence received from Dr. James L. Cabell, President of the Board, at the University of Virginia, Charlottesville, Va.; Dr. John S. Billings, Vice President of the Board, Georgetown, D. C.; Dr. Thomas J. Turner, Secretary of the Board,



Washington, D. C.; Dr. Preston H. Bailhache, Baltimore, Md.; Dr. Samuel M. Bemiss, New Orleans, La.; Dr. Henry I. Bowditch, Boston, Mass.; Dr. Hosmer A. Johnson, Chicago, Ill.; Dr. Robert W. Mitchell, Memphis, Tenn.; Samuel F. Phillips, Solicitor General, Washington, D. C.; Dr. Stephen Smith, New York, N. Y.; and Col. George F. Waring, Newport, R. I. The correspondence relates to such matters as the publication in the National Board of Health Bulletin of a special study on the origin and growth of quarantine in the United States; refusal of a New York attorney to draft a model State law to prevent the spreading of contagious diseases, at the request of the American Public Health Association, on the grounds that such a law was impracticable; the progress of a yellow fever epidemic at Memphis, Tenn.; failure of the Louisiana State Board of Health to cooperate with the quarantine and inspection service maintained by the National Board of Health at New Orleans; appointment of inspectors and other National Board of Health employees in the field; notice of future Board meetings; and requests for stationery and other supplies. The correspondence is listed and summarized in the register described in entry 8. It is numbered in order of receipt by the Board and arranged by name of the member from whom it was received.

REGISTER OF LETTERS RECEIVED. Apr. 1879-Nov. 1882. 3 vols. 1 ft. 8

Each register entry gives the name of the writer; the number and date of the letter, date received, and its subject or purport; and the action taken by the Board. The register consists of three volumes entitled "Letters Received" and pertains to the letters described in entries 6 and 7. Arranged chronologically.

SECRETARY'S JOURNAL. Apr. 1879-Apr. 1882. 2 vols. 6 in. 9

A daily record of official transactions reported by the Secretary of the Board. The entries are inscribed in paragraph form in two bound volumes. They contain the following information: communications received, from whom and subject; communications sent, to whom and subject; appointments to positions with the Board; bills received and approved; accounts paid; stationery and forms ordered; monthly payroll of Board employees; mortuary, consular, and hospital reports received, with name of city and State (or country) from which dispatched; and publications sent, to whom and where. Arranged chronologically.

ANNUAL REPORT. 1880. 1 vol. 1 ft. 10

A published volume entitled Annual Report of the National Board of Health, 1880, issued in 1881 by the Government Printing Office. The annual report of the Board, which is addressed to the Secretary of the Treasury, comprises the first 16 pages of the volume. The remaining 629 pages consist of appendixes containing quarterly reports of the Board for the year 1880 and reports of special investigations undertaken by the Board and its various committees and commissions, including the Havana Yellow Fever Commission. There is a table of contents at the beginning of the volume and an alphabetical subject index at the end. In addition to the report for 1880, the Board also issued annual reports for the years 1879 and 1881-85,



all of which were published as executive documents of the Senate and the House of Representatives.

MAILING LIST FOR THE 1879 ANNUAL REPORT. 1882. 1 vol. 1 in. 11

A bound volume entitled "Index to Letters Sent," containing a mailing list for the 1879 annual report of the Board. The entries are inscribed under the following headings: name, address, reports, and date of sending. Under the heading of reports, all entries show the year 1879 and the number of copies dispatched, if more than one. Under the heading of date of sending, the year 1882 is shown in all cases. Arranged alphabetically by name of addressee.

NATIONAL BOARD OF HEALTH BULLETINS. June 1879-June 1880; July 1881-June 1882. 1 vol. and unbound pages. 2 ft. 12

Printed weekly bulletins of the Board, containing reports of such of its activities as were deemed to be of interest to the medical profession and public health officials. The chief function of the bulletins, however, was to make public reports received by the Board from medical authorities of the principal cities of the United States concerning the weekly death rate for those cities. Information shown in these reports includes name of city and State; total population according to the census of 1880; total number of deaths; number of deaths for white and colored segments of the population; annual death rate per thousand, white and colored; number of deaths caused by accidents, cerebrospinal meningitis, consumption, croup, diarrhoeal diseases, diphtheria, typhoid, malarial and scarlet fevers, pneumonia, congestion of lungs, acute bronchitis, pleurisy, measles, puerperal diseases, smallpox, whooping cough, and other diseases (the death rate for each being shown as distributed between white and colored). Also included in the bulletins are reports of mortality in foreign cities, compiled from weekly communications submitted to the Board by U. S. consular officers stationed therein. The bulletins covering the period July 1881-June 1882 are bound in a volume labeled Volume III. There is an alphabetical name index at the end of the volume. The 52 weekly bulletins dated from June 1879 to June 1880 are unbound. Arranged chronologically and thereunder numerically.

MAILING LIST FOR BOARD BULLETINS. n.d. 1 vol. 1 in. 13

A bound volume entitled "Bulletin List," containing a mailing list for the weekly bulletins issued by the National Board of Health. The entries are inscribed under the headings of name and address. There is a third column without any heading, which shows such remarks opposite the appropriate name as "stop" and "returned" or a notation giving corrected address where the old address has been lined through. Alphabetically arranged by name of addressee. There is a list of foreign consular representatives in the United States at the end of the volume, which is alphabetically arranged by name of country.

REPORTS OF COMMITTEES OF THE BOARD. 1879-80. 2 in. 14

Reports submitted to the National Board of Health by various committees appointed to study and report on a particular subject assigned



by the Board. Included are a printed report submitted on June 4, 1879, by Dr. R. W. Mitchell, a member of the Board constituting a special committee of one, on a plan of organization for relief in case of an epidemic of yellow fever in an inland city or town; and five reports in manuscript: (1) a report submitted on June 12, 1879, by the Committee on Vital Statistics, on the publication of vital statistics in weekly returns of mortality from incorporated towns of the United States; (2) a report of June 17, 1879, by a committee appointed to confer with representatives of the railroad and steamboat interests in the Mississippi Valley; (3) a report of January 9, 1880, by the Committee on Cattle Diseases, entitled "Cattle Disease in Relation to the Health of Man and in Political Economy"; (4) a report of January 7, 1880, by the Committee on Vital Statistics, on a uniform system of State registration of births, marriages, and deaths; and (5) a report of October 17, 1879, by the Committee on State, Municipal and Local Sanitary Legislation, on the need of a national and international code of sanitary laws.

FORM LETTERS AND QUESTIONNAIRES SENT BY BOARD COMMITTEES TO MUNICIPAL HEALTH AUTHORITIES. 1880-81. 1 in.

15

A form letter dated February 1880, addressed to doctors on local boards of health and requesting suggestions on revising the National Board's rules and regulations on quarantine; a form letter of 1880 addressed to doctors on local boards and requesting opinions as to which diseases should be included in the weekly mortality reports published in the Board's Bulletins; an undated questionnaire addressed to local boards of health, requesting information about their organization and procedure; an undated form letter containing instructions to hospitals and local health authorities for collecting atmospheric dust to be submitted to the Board for microscopic examination; an undated form letter listing the medical names of various diseases of the eye and ear; a form letter dated July 15, 1880, addressed to the health authorities of cities from which no mortality reports had been received for some time, inquiring whether they intended to discontinue such reports and, if so, requesting return of the Board's cards supplied for that purpose; and a form letter dated February 17, 1881, addressed to the mayors of cities which had failed to submit any weekly mortality returns to the Board and requesting that these returns be submitted. Arranged by type of letter and questionnaire.

REPORT OF THE YELLOW FEVER COMMISSION ON THE EPIDEMIC OF 1878. Mar. 1880. 5 in.

16

A manuscript copy of a report submitted by Dr. Jerome Cochran to the Board on the findings of a commission organized by Dr. John M. Woodworth, Supervising Surgeon General, Marine Hospital Service, in 1878, to gather information relating to the yellow fever epidemic of that year, which struck the southern States exacting a toll of 100,000 victims, 20,000 of whom died. The report consists of a preface dated at Mobile, Ala., March 1880; a table of contents; chapter I, dealing with the history of the origin and progress of the epidemic in 37 towns and prepared from data collected by Dr. Cochran; and a closing article entitled "Sketches on Quarantine,"



which includes a history of quarantine at Galveston, Tex. The report was to have contained a second chapter dealing with yellow fever in its relation to public hygiene, the natural history of yellow fever, and the theory and practice of quarantine. However, the material for this chapter was still being prepared at the time the report was submitted, and there is no record of its ever having been received by the Board.

REPORT OF DR. STANFORD E. CHAILLE TO THE BOARD. Oct. 12, 1881.

1 in.

17

A manuscript copy of a report submitted on October 12, 1881, to the Board by Dr. Stanford E. Chaillé, Supervising Inspector of the Board at New Orleans, La. The report was published in Supplement No. 15, National Board of Health Bulletin, dated November 19, 1881. It consists of a covering letter to the secretary of the Board, emphasizing the strategic position of New Orleans in the dissemination of yellow fever throughout the Mississippi Valley; a history of sanitary conditions in New Orleans for a few months before Dr. Chaillé's assignment as Supervising Inspector there; instructions issued to Dr. Chaillé by the Board upon his assignment to duty on April 28, 1881, measures adopted for their execution, and the results; and eight appendixes containing copies of correspondence between Dr. Chaillé and Dr. Joseph Jones, President of the Louisiana State Board of Health, concerning charges made to that board against a quarantine inspector who was employed as a subordinate to Dr. Chaillé and who was accused of squandering Government funds and of such highhanded conduct toward personnel of foreign ships entering New Orleans as to be prejudicial to the interests of that port; and statistical tables for the period 1877-80, showing the value of merchandise involved in the foreign commerce of New Orleans with countries infected by yellow fever and with countries outside the yellow fever zone.

PROCEEDINGS OF THE INTERNATIONAL SANITARY CONFERENCE HELD ON MAR. 1, 1881, AT WASHINGTON, D. C. 1 in.

18

Printed minutes of a session of the Conference which was called by the President of the United States in response to a joint resolution of the Congress approved May 14, 1880, "for the purpose of securing an international system of notification as to the actual sanitary condition of ports and places under the jurisdiction of such powers, and of vessels sailing therefrom." Assistant Secretary of State John Hay presided over the Conference. Representing the United States were Dr. James L. Cabell, Dr. James J. Turner (President and Secretary, respectively, of the National Board of Health), J. Hubley Ashton, Esq., and James Lowndes, Esq. Other countries represented were the Argentine Republic, Austria-Hungary, Belgium, Chile, China, Colombia, Denmark, France, Germany, Haiti, Italy, Japan, Mexico, Norway, Portugal, Russia, Spain, Sweden, the Netherlands, Turkey, and Venezuela. Included are the minutes of the proceedings of a committee appointed by the International Sanitary Conference, January 12-14, 1881. Arranged chronologically.



PROCEEDINGS OF THE NATIONAL CONFERENCE OF STATE BOARDS OF HEALTH HELD  
AT ST. LOUIS, MO., OCT. 13-15, 1884. 1/4 in. 19

A printed report of the proceedings of the National Conference of State Boards of Health, which was issued at Springfield, Ill., in 1884 by the Illinois State Board of Health. The Conference was organized in May 1884, at Washington, D. C., with Dr. J. N. McCormack of Kentucky as Secretary. The first annual meeting of the Conference was held in St. Louis, Mo., beginning on October 13, 1884, with the Hon. Erastus Brooks, of New York, serving as Chairman. The purpose of the Conference was to draw up a program of action to check "the threatened extension of Asiatic cholera to North America" and to consider the steps "necessary to prevent or limit a cholera epidemic." Included in the report is an address delivered to the Conference by Dr. John H. Rauch, Secretary of the Illinois State Board of Health, on the subject "Practical Recommendations for the Exclusion and Prevention of Cholera." Arranged chronologically.

RECORD OF DISBURSEMENTS. 1879-83. 1 vol. 6 in. 20

A bound volume entitled "Ledger," listing expenditures of the Board for rent, light, fuel, furniture, printing, stationery, postage, and telegrams; expenses of Board members; per diem salaries of Board members; salaries of employees of the Board; expenses of the Pensacola (Fla.), quarantine station and of the Floating Quarantine (Mississippi River); salaries and traveling expenses of inspectors; and payments made to State and local boards of health. Arranged chronologically.







## APPENDIX I

### List of Subject File Headings for Letters Received by the National Board of Health (Entry 6)

Accounts	Inventory
Bills	Marine Hospital
Bills of Health	Miscellaneous Communications
Consular Accounts	Mississippi River
Consular Sanitary Reports	Navy Department
Contagious Diseases	New Orleans
Contracts	Oaths of Office
Department of Agriculture	Post Office Department
Department of Interior	Quarantine Reports
Department of State	Reports of Committees
Estimates	Sapelo (quarantine service)
Executive Department	Ships Island
(White House correspondence)	(Mississippi quarantine station)
File (no reply necessary)	Special Investigations
Foreign Communications	State Reports
Government Printing Office	Treasury
House of Representatives	Vital Statistics
Immigration Inspectors	Vouchers
Inspectors' Reports	War Department



## APPENDIX II

### Organization of the National Board of Health, 1879

#### A. Committees

1. On rules and interpretation of the constituting act:
  - (1) S. F. Phillips
  - (2) P. H. Bailhache
  - (3) T. J. Turner
2. On finance and accounts:
  - (1) J. S. Billings
  - (2) T. S. Verdi
  - (3) S. Smith
3. On epidemics and contagious diseases:
  - (1) S. M. Bemiss
  - (2) R. W. Mitchell
  - (3) J. S. Billings
  - (4) H. A. Johnson
  - (5) H. I. Bowditch
4. On adulteration and deterioration of food and drugs:
  - (1) H. A. Johnson
  - (2) T. S. Verdi
  - (3) H. I. Bowditch
5. On registration and vital statistics:
  - (1) S. Smith
  - (2) R. W. Mitchell
  - (3) H. A. Johnson
6. On State and municipal and local sanitary legislation:
  - (1) H. I. Bowditch
  - (2) S. M. Bemiss
  - (3) S. Smith
7. On diseases of domestic animals:
  - (1) J. L. Cabell
  - (2) T. S. Verdi
  - (3) P. H. Bailhache

#### B. Bylaws

1. The officers of the National Board of Health shall consist of a President, Vice President, and Secretary.
2. There shall be an Executive Committee composed of the President, Vice President, Secretary, and two other members.
3. The officers of the Board and the other members of the Executive Committee shall be elected by ballot at the first annual meeting each year.
4. The duties of the President shall be:
  - (1) To preside at all meetings of the Board and of the Executive Committee.



- (2) To call meetings as provided in the act creating the Board.
- (3) To make requisitions upon the Secretary of the Treasury for such sums as may be directed by the Board.
5. The duties of the Vice President shall be to take the place and perform the duties of the President when absent.
6. The duties of the Secretary shall be to keep the records and conduct the correspondence of the Board and of the Executive Committee, to certify to the correctness of all vouchers for expenditures, and to perform such other duties as the Board or Executive Committee may from time to time direct, and he shall be the custodian of all papers, books, and other property of the Board.
7. The duties of the Executive Committee shall be to carry into effect the directions of the Board, and to act for it during the intervals of its sessions, reporting such action to the next meeting.
8. No purchases shall be made or expenditures incurred except by order of the Board or of the Executive Committee, and the Executive Committee shall not have power to incur any indebtedness, beyond the amount of the funds authorized by the Board, to be drawn by the President, and placed to the credit of the Board with the disbursing clerk of the Treasury Department.
9. All bills for salaries and expenses shall be duly certified by a member of the Board, and audited and approved by the Secretary of the Board, who shall keep an accurate record of such vouchers and approvals.

### C. Rules

- Rule 1. In the election of officers the nomination shall be by informal ballot.
- Rule 2. The standing committees of the Board shall be as follows, each to be composed of three members to be named by the President, with the exception of that on epidemics and contagious diseases, which shall consist of five members:
- (1) On rules and interpretations of the constituting act and bylaws.
  - (2) On finance and accounts.
  - (3) On epidemics and contagious diseases, including quarantine.
  - (4) On adulterations and deteriorations of food and drugs.
  - (5) On registration and vital statistics.
  - (6) On State, municipal, and local sanitary legislation.
  - (7) On the diseases of domestic animals.
- Rule 3. The regular meetings of the Board shall be semiannual, in May and October of each year, the precise date and place to be fixed by the Executive Committee.
- Rule 4. The President shall call a meeting of the Board whenever five members make in writing, or by telegraph, a joint request to him to that effect.



Rule 5. The Executive Committee shall be considered to be in permanent session, and in the interval of the regular meetings any three members, of whom the Secretary shall be one, shall constitute a quorum, and be authorized to transact any business, provided there be a concurrent vote. In case of disagreements the Secretary shall be required to report the fact to the absent members and solicit an expression of their wishes as to the call of a formal meeting of the whole Committee, or as to taking a vote by correspondence.



For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.







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PRELIMINARY

INVENTORIES

Number 142

RECORDS OF THE OFFICE OF THE  
CHIEF OF FINANCE  
(ARMY)

Compiled by Richard W. Giroux  
and revised by  
Maizie H. Johnson

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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962







PRELIMINARY INVENTORY OF THE RECORDS OF THE  
OFFICE OF THE CHIEF OF FINANCE  
(ARMY)

(Record Group 203)

Compiled by Richard W. Giroux  
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Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.







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## INTRODUCTION

The earliest predecessor of the Office of the Chief of Finance that constituted a separate branch of the War Department was the Office of the Paymaster General, which was established by an act of Congress of April 24, 1816, and consolidated with the Office of the Quartermaster General by an act of Congress of August 24, 1912. The Office of the Paymaster General handled and accounted for funds for the pay of the Army; but before World War I there was no centralized agency for handling all of the finances of the War Department. The several bureaus of the Department submitted their estimates to Congress individually, as prepared by their own finance sections and approved by the Secretary of War. Appropriations were voted for each bureau, and funds were disbursed and accounted for by separate finance systems.

There was a unit in the Office of the Secretary of War that had certain overall functions relating to War Department finances. This was the Division of Requisitions and Accounts (in the earlier years designated as the Requisition Office and later the Requisition Division), the duties of which were to keep a current general account of the status of all appropriations under the control of the Secretary of War; to prepare all papers concerning the withdrawal, repayment, or transfer of War Department funds by requisition on the Treasury; to compile the annual estimates submitted to Congress; to receive all certificates of deposit by Army disbursing officers and distribute them to the proper bureaus; to keep ledgers, appropriation warrant books, registers of requisitions for funds drawn on the Treasury, and docket books relating to War Department accounts; to prepare statements of appropriations, estimates, and expenditures for the annual reports of the Secretary of War; and to prepare endorsements of reference and action for the Secretary of War on claims and accounts of the several bureaus and accounting officers of the Treasury Department.

By 1918 it had become apparent that centralization of War Department supply and financial activities was essential for the efficient conduct of World War I. On February 9, 1918, therefore, a Purchase and Supply Division was established in the War Department General Staff, the duties of which included supervision and coordination of all appropriations, estimates, requirements, and other financial matters relating to the purchase of munitions and supplies. On April 16, 1918, the Purchase and Supply and the Storage and Traffic Divisions of the General Staff were consolidated to form the Purchase, Storage, and Traffic Division. Among the units of the Purchase, Storage, and Traffic Division was the Finance Section of the Purchase and Supply Branch. The duties of the Finance Section were to standardize the financial transactions of the War Department supply bureaus, but the Finance Section had advisory



authority only. On August 27, 1918, the Finance Section was abolished and replaced by the Accounts Department, Purchase, Storage, and Traffic Division, which was established to create an operating organization that would eventually assume the duties of the finance sections of the various supply bureaus. The functions of the Accounts Department, however, were limited to supervision and coordination of all accounting systems and appropriations and other financial matters relating to the purchase of supplies. On October 11, 1918, the Accounts Department was abolished and the Finance Department, under the Director of Finance (who was at the same time an assistant to the Director of Purchase, Storage, and Traffic), was created. To consolidate all financial activities of the War Department in his office, the Director of Finance was given authority over and made responsible for the activities, personnel, and equipment of the several finance and accounts divisions, branches, and offices of the General Staff and the supply bureaus. He was also directed to assume authority over and responsibility for the finances of the several corps, departments, and other separate activities of the Army, including accounting for funds and property.

On April 9, 1919, the Finance Service was created as an independent operating bureau of the War Department, to supersede the Finance Department, Purchase, Storage, and Traffic Division of the General Staff. The Finance Service continued without a major change in its status until July 1, 1920, when the provisions of the act of Congress of June 4, 1920, were carried out by the creation of the Finance Department under the Chief of Finance. The act provided that the Chief of Finance, under the authority of the Secretary of War, should be charged with the disbursement of all funds of the War Department, including the pay of the Army and the mileage of officers and the accounting therefor; and with such other fiscal and accounting duties as should be required by law or assigned to him by the Secretary of War. In accordance with the provisions of this act, the Finance Service was designated the Finance Department and the Director of Finance was designated as the Chief of Finance.

An act of Congress approved June 10, 1921, created the Bureau of the Budget in the Treasury Department (later transferred to the Executive Office of the President) and provided that the head of each department should designate an official of that department to serve as budget officer. The Chief of Finance was designated to serve as Budget Officer of the War Department, responsible for preparing the departmental budget estimates and such supplemental and deficiency estimates as should be necessary.

The Office of the Chief of Finance reported directly to the Chief of Staff of the Army until World War II. In March 1942 it was made subordinate to the Chief of Administrative Services, Headquarters Services of Supply (in 1943 the Services of Supply was renamed Army Service



Forces). Also in March 1942 the Fiscal Division was established in the Headquarters Services of Supply and the budgetary functions of the Chief of Finance as Budget Officer of the War Department were transferred to that Division. In May 1943 the Fiscal Division and the Office of the Chief of Finance were merged to form the Office of the Fiscal Director, Army Service Forces, and in July 1943 the Office's budgetary functions, chiefly the work of preparing and defending the War Department's budgets, were transferred to the new Budget Division of the War Department General Staff. The Fiscal Director initiated, prescribed, and supervised all War Department principles, practices, and procedures relating to accounting and auditing and the receipt and disbursement of appropriated funds; and initiated and controlled the fiscal administration of funds of all components of the Army Service Forces. The position of Chief of Finance was continued but was subordinate to that of Fiscal Director. The Finance Department retained its functions involving all financial operations except budgetary. They included the control of receipts and disbursements; accounting and auditing operations; the checking of financial aspects of War Department contracts with industry, universities, and other private institutions (including the Army's lend-lease contracts); the administration of allotments and dependency benefits; financial services relating to civil affairs and military government in occupied and liberated areas; and the furnishing of accounting and auditing services for the Selective Service System and the American National Red Cross.

Since World War II there have been a number of reorganizations. During 1946 the Office of the Fiscal Director was renamed twice, first the Office of the Chief of Finance and again the Fiscal Department, but remained in the Office of the Chief of Staff. With the approval on July 26, 1947, of the National Security Act of 1947, the War Department became the Department of the Army within a newly created National Military Establishment. An Office of the Army Comptroller was established within the Office of the Chief of Staff, and the Financial Department, under the Chief of Finance, also in the Office of the Chief of Staff, soon after became a part of the Office of the Army Comptroller. The Army Comptroller was responsible for advising the Assistant Secretary of the Army and the Chief of Staff on matters relating to the business management of the Army and was responsible to the Chief of Staff for coordination and supervision of budget, fiscal, audit, statistical, and management engineering activities of the Department of the Army. The Chief of Finance, under the Army Comptroller's supervision, was responsible for initiating, prescribing, and supervising all Department of the Army principles, practices, and procedures relating to the accounting for and the receipt and disbursement of appropriated funds. The Army Finance Center, in St. Louis, Mo., was also operated under the supervision of the Chief of Finance.

In 1949, by virtue of amendments to the National Security Act of 1947, the National Military Establishment became the Department of Defense and the Office of Army Comptroller became the Office of the Comptroller of the Army, with the Comptroller directly responsible to the Assistant Secretary of the Army (General Management) and concurrently



responsible to the Chief of Staff. The Chief of Finance, now directing the renamed Office of Chief of Finance, was again responsible to the Chief of Staff and under the direct supervision and control of the Comptroller only for the statutory functions of the Comptroller.

As a result of a further reorganization, approved by the Secretary of Defense on June 17, 1954, an Office of Assistant Secretary of the Army (Financial Management) was established, and this Assistant Secretary was given responsibilities for budgeting and funding, developing and evaluating programs and systems, auditing, and providing financial assistance for private contractors. The Comptroller of the Army became directly responsible to the Assistant Secretary of the Army (Financial Management) and concurrently responsible to the Chief of Staff. His duties were to integrate the review and analysis of Army programs; to formulate, coordinate, and supervise accounting, fiscal, audit, budgetary, progress, and statistical reporting and report control; and to supervise the management engineering activities of the Army, including the legislative policies and programs pertaining to appropriation acts.

The Chief of Finance, now directing the Finance Corps, came under the direct supervision and control of the Comptroller of the Army. He became responsible for formulating, coordinating, and supervising plans and policies on the provision of finance services for the Army; for providing this service and accounting for all disbursements and collection of funds applied in Army accounts; and for assisting and providing liaison for other Department of the Army agencies in presenting cases before the Comptroller General.

The records described in this inventory constitute Record Group 203, Records of the Office of the Chief of Finance (Army), and amount to 397 cubic feet. They date from 1792 and include records of the Office of the Secretary of War, principally of the Division of Requisitions and Accounts, inherited by the Office of the Chief of Finance; records of the Director of Finance; records of the Office of the Chief of Finance, several series of which are continuations of the records of the Division of Requisitions and Accounts; records of the Budget Officer of the War Department; and records of the War Credits Board. Other records of budget officers of the War Department were inherited by the Army Service Forces and are in Record Group 160, Records of Headquarters Army Service Forces, in the National Archives. Related records are also in Record Group 99, Records of the Office of the Paymaster General (a preliminary inventory of which is available); Record Group 92, Records of the Office of The Quartermaster General; and Record Group 217, Records of the United States General Accounting Office.



### Chiefs of Finance

Brig. Gen. Herbert M. Lord (previously served as Director of Finance)	July 1, 1920-June 30, 1922
Maj. Gen. Kenzie W. Walker	July 1, 1922-Apr. 22, 1928
Maj. Gen. Roderick L. Carmichael	Apr. 23, 1928-Apr. 22, 1932
Maj. Gen. Frederick W. Coleman	Apr. 23, 1932-Apr. 22, 1936
Maj. Gen. Frederick W. Boschen	Apr. 23, 1936-Apr. 22, 1940
Maj. Gen. Howard K. Loughry	Apr. 23, 1940-July 5, 1945 (acting chief after Apr. 22, 1944)
Maj. Gen. William H. Kasten	July 6, 1945-Jan. 31, 1949
Maj. Gen. Eugene M. Foster	Feb. 11, 1949-May 31, 1951
Maj. Gen. Bickford E. Sawyer	July 28, 1951-Aug. 31, 1955
Maj. Gen. John B. Heff	Sept. 1, 1955-Apr. 30, 1956
Maj. Gen. Harry W. Crandall	May 16, 1956-Aug. 31, 1958
Maj. Gen. Paul A. Mayo	Sept. 1, 1958-







RECORDS OF THE OFFICE OF THE CHIEF OF FINANCE (ARMY)

Correspondence

LETTERS SENT BY THE SECRETARY OF WAR. 1800-1867. 4 vols. 7 in. 1

Copies of letters sent to the Secretary of the Treasury relating to estimates, expenditures, and the issuance of warrants for the War Department. Arranged chronologically.

CORRESPONDENCE OF THE SECRETARY OF WAR RELATING TO EXPENDITURES.

1868-78. 1 vol. 2 in. 2

The greater part of this correspondence consists of copies of letters sent by the Secretary of War to the Secretary of the Treasury and members of Congress containing estimates of expenditures for the War Department, but there are also some letters from War Department bureau chiefs to the Secretary of War containing bureau estimates. Arranged chronologically.

LETTERS SENT BY THE SECRETARY OF WAR. 1882-1912. 24 vols. 5 ft. 3

Press copies of letters, memoranda, and endorsements concerning estimates, appropriations, expenditures, requisitions for supplies and funds, claims, and other financial matters. In the later volumes original copies of replies are sometimes attached to the outgoing communications. Arranged chronologically, with name and subject indexes in the volumes.

COMMUNICATIONS SENT, DIVISION OF REQUISITIONS AND ACCOUNTS, OFFICE OF THE SECRETARY OF WAR. 1900-1912. 1 vol. 1 in. 4

Press copies of memoranda, reports, and statements relating to appropriations and to the monthly condition of the public business of the Division of Requisitions and Accounts. The majority are addressed to the Chief Clerk of the War Department. Arranged chronologically, with a name and subject index in the volume.

LETTERS SENT BY THE OFFICE OF THE SECRETARY OF WAR CONCERNING THE PERSONAL ACCOUNTS OF OFFICERS. 1904-12. 4 vols. 4 in. 5

Press copies of letters sent by the Office of the Secretary of War (usually by the Chief Clerk) concerning the receipt, examination, and settlement of officers' accounts. Arranged chronologically, with name and subject indexes in the volumes.

REGISTERS OF LETTERS RECEIVED BY THE SECRETARY OF WAR. 1863-70. 3 vols. 6 in. 6

Registers of letters received concerning fiscal matters showing date received, name of writer or office, date and subject of letter, and disposition of letter. Arranged chronologically, thereunder alphabetically by initial letter of name of writer or office, and thereunder chronologically by date of receipt, with name indexes in the volumes.



ENDORSEMENTS ON LETTERS RECEIVED BY THE SECRETARY OF WAR. 1878-85.

3 vols. 8 in.

7

Shows name of originator, date, synopsis, and War Department file number of letters received, with copy of endorsement by the Office of the Secretary of War, date, and to whom sent. Arranged numerically (chronologically) by endorsement number.

GENERAL CORRESPONDENCE OF THE DIRECTOR OF FINANCE. 1918-20. 60 ft.

8

This appears to have been the general correspondence of the Finance and Accounts Division of the Office of the Quartermaster General and later (1918), as a result of reorganization, of the Office of the Director of Finance. It includes some correspondence for 1914-17. Arranged according to the War Department decimal classification system.

GENERAL CORRESPONDENCE OF THE FUNDING DIVISION OF THE OFFICE OF THE DIRECTOR OF FINANCE. 1918-19. 4 ft.

9

This appears to have been the general correspondence of the Apportionment Branch of the Finance and Accounts Division of the Office of the Quartermaster General and later (1918), as a result of reorganization, of the Requisitions Division and of the Funding Division, successively, in the Office of the Director of Finance. It includes some correspondence from 1915 through 1917. Arranged according to the War Department decimal classification system.

CORRESPONDENCE OF THE FIELD OPERATIONS DIVISION, FINANCE SERVICE.

1919-20. 6 ft.

10

Correspondence of the Field Operations Division, one of the divisions organized within the Finance Service in 1919. When zone and other finance officers came under the immediate supervision of the Director of Finance, the latter was authorized to recommend appointment of zone property auditors, also to be under his direct control. The Property Audits Branch of the Field Operations Division received the certificates of audit of stock record accounts, reports on audits of contracts, and the weekly reports from the zone property auditors reporting upon the status of their work and personnel. The Finance Forms Branch of the same Division had the duty of making recommendations concerning the revision of blank forms used in connection with disbursements under the control of the Director of Finance. Arranged according to the War Department decimal classification system.

Circulars, Bulletins, and Memoranda

FINANCE CIRCULARS. 1918-20. 5 in.

11

Circulars issued successively by the Director of Finance, Purchase, Storage, and Traffic Division of the General Staff; the Director of Finance of the War Department; and the Chief of Finance, containing information regarding office organization and financial procedures. Arranged by year and thereunder numerically, with subject indexes for 1919 and 1920.



OFFICE MEMORANDA. 1919-20. 2 in.

12

Memoranda relating to administrative details, issued successively by the Director of Finance and the Chief of Finance. Among these are a few special orders. Arranged by year and thereunder numerically. There is an index to memoranda for 1919.

BULLETINS. 1933. 2 in.

13

Bulletins issued by the Chief of Finance containing acts of Congress and Executive orders concerning financial matters and instructions for carrying out their provisions. Some bulletins contain decisions of the Comptroller General of the United States, and many relate to the Civilian Conservation Corps. Arranged numerically.

Records Relating to Warrants and Requisitions for Funds

REGISTERS OF WARRANTS. 1792-93, 1800-1813, 1815-19.

10 vols. 2 ft.

14

Registers of warrants drawn by the Secretary of War on the Treasurer of the United States for War Department expenses, showing date and number of each warrant, in whose favor it was drawn and for what purpose, amount, and, for 1792-93, appropriation to which it was charged. Arranged chronologically by date of entry of warrant.

REGISTERS OF WARRANTS, SECOND AUDITOR. 1820-22. 2 vols. 3 in.

15

Registers of warrants drawn by the Secretary of War on the Treasurer of the United States and transmitted to the Second Auditor of the Treasury for War Department expenses, showing date and number of each warrant, in whose favor it was drawn and for what purpose, amount, and appropriation to which it was charged. Arranged chronologically by date of entry of warrant.

REGISTERS OF WARRANTS, THIRD AUDITOR. 1820-21. 2 vols. 3 in.

16

Registers of warrants drawn by the Secretary of War on the Treasurer of the United States and transmitted to the Third Auditor of the Treasury for War Department expenses, showing date and number of each warrant, in whose favor it was drawn and for what purpose, amount, and appropriation to which it was charged. Arranged chronologically by date of entry of warrant.

REGISTERS OF WARRANTS. 1852-1915. 6 vols. 1 ft.

17

Registers of Treasury Department appropriation warrants for the War Department showing dates, numbers, amounts, and purposes of warrants. Arranged chronologically by year, thereunder chronologically by date of entry of warrant.

APPROPRIATION WARRANTS. 1913-40. 23 vols. 4 ft.

18

Copies of appropriation and transfer appropriation warrants issued by the Secretary of the Treasury and maintained by the Requisitions and Accounts Division, Office of the Secretary of War, to 1920, and thereafter by the Office of the Chief of Finance. The warrants cite the acts



of Congress by which funds were appropriated and authorize expenditures or transfers under each act for specific activities and for specific amounts. The volumes are arranged chronologically by fiscal year. Within the fiscal year, there are two groupings: warrants, both appropriation and transfer, within the War Department; and transfer warrants from outside the War Department. Each grouping is arranged chronologically.

INDEX TO PART OF SERIES 20. 1877-1882. 1 vol. 2 in. 19  
Name index to the last part of volume 24 and all of volume 25. Arranged alphabetically by initial letter of name.

REGISTERS OF REQUISITIONS FOR FUNDS ON THE SECOND AUDITOR OF THE TREASURY. 1822-94. 29 vols. 6 ft. 20

Registers of requisitions for funds drawn by the Office of the Secretary of War, showing date and number of each requisition, in whose favor it was drawn, total amount, and appropriation(s) to which charged. Entries are arranged chronologically, except that in the volumes covering the period 1837-43 they are arranged by appropriation and thereunder chronologically.

INDEXES TO PART OF SERIES 22. 1841-42, 1860-65, 1877-82. 4 vols. 4 in. 21

Entries in the volume for 1860-65 are arranged chronologically by fiscal year and thereunder alphabetically by initial letter of name. In the volume for 1841-42 and the two volumes for 1877-82 they are arranged alphabetically by initial letter of name.

REGISTERS OF REQUISITIONS FOR FUNDS ON THE THIRD AUDITOR OF THE TREASURY. 1822-94. 44 vols. 10 ft. 22

Registers of requisitions for funds drawn by the Office of the Secretary of War, showing date and number of each requisition, in whose favor it was drawn, total amount, and appropriation(s) to which charged. Arranged chronologically, except that the volumes covering the period 1837-42 are arranged by appropriation and thereunder chronologically.

REGISTERS OF WAR CREDIT REQUISITIONS FOR FUNDS ON THE TREASURY. 1848-98. 14 vols. 3 ft. 23

Registers of war credit requisitions for funds drawn by the Office of the Secretary of War, showing date and number of each requisition, in whose favor it was drawn, amount, and appropriation to which charged. The first three volumes are entitled "Refunding Requisition Books," the next ten volumes are entitled "Register of War Credit Requisitions," and the last volume is entitled "Register of Repayments to War Appropriations," but they all contain the same information and appear to be a continuous series. Arranged chronologically by date of requisition.

REGISTER OF "WAR CIVIL" REQUISITIONS FOR FUNDS ON THE TREASURY. 1867-94. 1 vol. 2 in. 24

Register of requisitions for funds drawn by the Office of the Secretary



of War for the civil functions of the War Department, showing date and number of each requisition, in whose favor it was drawn, amount, and appropriation to which it was charged. Arranged chronologically by date of requisition.

REGISTER OF REQUISITIONS FOR FUNDS ON THE APPROPRIATION RELATING TO THE CAPTURE OF JEFFERSON DAVIS. 1868-1906. 1 vol. 1/4 in. 25

This gives the name of recipient, amount, and number and date of requisition on the appropriation under the act of July 27, 1868, providing for the distribution of the reward offered by the President of the United States for the capture of Jefferson Davis. Arranged alphabetically by initial letter of surname of recipient.

REQUESTS OF CHIEFS OF BUREAUS FOR REQUISITIONS FOR FUNDS. 1871-88. 183 vols. 41 ft. 26

Requests of chiefs of War Department bureaus to the Secretary of War for requisitions for funds, showing amount to be remitted, to whom remittance was to be sent and purpose of remittance, appropriation to which it was to be charged, and name of bureau chief making the request. Arranged chronologically by year and thereunder by month.

REQUISITIONS FOR FUNDS. 1890-1912. 5 vols. 6 in. 27

Requisitions for funds from the Secretary of War to the Secretary of the Treasury mainly for settlement of accounts, deposits, or transfers of funds, each showing the amount of funds requested, to whom the warrant should be sent, and the appropriation to which the funds should be charged. Arranged chronologically. The last three volumes are press copies and include name indexes.

### Ledgers

LEDGERS OF ACCOUNTS. 1809, 1813-17. 4 vols. 8 in. 28

A debit and credit account of appropriations for such items as the Medical and Hospital Department, contingencies, clothing, Indian affairs, subsistence, camp equipage, fuel and tools, completion of fortifications, pay of the Army, fortification of arsenals, magazines, and armories, and salaries of clerks. Entries show titles of appropriations and thereunder amounts, dates, and purposes of expenditures and amounts, sources, and dates of receipts. Arranged chronologically and thereunder by title of appropriation. All except the first volume (1809) have indexes showing subjects and page numbers.

INDEX TO PART OF SERIES 30. July 1866-June 1872. 1 vol. 1 in. 29

Index to volume 3, showing subjects and page numbers. This index is more detailed than that contained in volume 3. Arranged alphabetically by initial letter of subject.

LEDGERS OF ACCOUNTS. 1848-1940. 48 vols. 18 ft. 30

Ledgers of accounts under appropriations, showing titles of appropria-



tions and thereunder amounts and dates of expenditures, receipts, and repayments, and amounts of balances. Prior to 1920 these are records successively of the Requisition Office, Requisition Division, and Requisitions and Accounts Division of the Office of the Secretary of War; thereafter they are records of the Office of the Chief of Finance. The form of the volumes changes from time to time but the information contained in them is substantially as given above. The volumes are numbered consecutively (1-48) and are arranged numerically (chronologically), the earlier volumes covering periods of several years and the later volumes one year only. There are indexes in the volumes arranged alphabetically by initial letter of name or subject. For a separate index to volume 3 see entry 29.

LEDGERS OF CIVIL ACCOUNTS. 1867-89, 1892-98. 2 vols. 5 in. 31

Ledgers of accounts for such items as salaries and contingent expenses of the War Department, care and maintenance of public monuments and grounds, repair of Ford's Theatre building, and improvement of avenues, streets, and alleys in Washington, D. C., showing titles of appropriations and thereunder amounts and dates of receipts and expenditures and amounts of balances. Arranged by appropriation and thereunder chronologically. A subject index is in each volume.

LEDGER OF EMERGENCY FUND ACCOUNTS. 1898-1909. 1 vol. 3 in. 32

A ledger of receipts and expenditures under the emergency fund of the War Department, showing amounts and dates of receipts and expenditures, source of receipts, and purpose of expenditures. The emergency fund was an appropriation by Congress to meet unforeseen contingencies, "constantly arising," to be expended at the discretion of the President. Arranged by name of disbursing officer (except for the first few entries, which are under the names of commanding officers of the Philippine Expedition). A name index is in the volume.

LEDGER OF NATIONAL DEFENSE ACCOUNTS. 1898-1909. 1 vol. 3 in. 33

A debit and credit account showing requisitions for funds from and allotments to various bureaus of the War Department, including the Office of the Secretary of War, for national defense under an act of March 9, 1898. Arranged by name of bureau and thereunder chronologically. There is an index to War Department bureaus on the front cover of the volume.

LEDGER OF THE GENERAL APPROPRIATION ACCOUNT. 1899-1906. 1 vol. 3 in. 34

Ledger of expenditures and repayments under the general appropriation account for the military establishment, rivers and harbors, civil and public works, and national defense, showing under each of these headings the amounts and dates of expenditures and repayments and amounts of balances. Entries are arranged chronologically under each heading.



LEDGER OF ACCOUNTS CURRENT. 1902-4. 1 vol. 2 in. 35

Ledger of accounts current of disbursing officers of military divisions and departments, service schools, and a few military posts, showing amounts of disbursements and balances remaining. Arranged by name of command and thereunder chronologically. An index to commands is in the volume.

ALLOTMENT LEDGERS. 1909-19. 2 vols. 4 in. 36

Ledgers showing amounts and dates of allotments under appropriations for the War Department. One volume is for 1909-17 and the other for 1918-19. Entries are arranged chronologically by title of appropriation, and thereunder chronologically by date of allotment. There are no appropriation accounts included for fiscal year 1918. The first volume is indexed by name of disbursing officer and the second by title of appropriation.

### Journals

JOURNAL OF UNITED STATES MILITARY ACADEMY ACCOUNTS. 1895-1905. 1 vol. 2 in. 37

Accounts of disbursing officers stationed at the United States Military Academy between 1895 and 1900, showing receipts, expenditures, and balances. Arranged chronologically under name of disbursing officer. These accounts are followed by accounts for the Post Exchange, 1904-5, "incidental and miscellaneous expenses," and similar kinds of accounts. The volume also contains a few entries for accounts not related to the Military Academy. Later disbursing officer accounts may be found in entry 38.

JOURNAL OF ACCOUNTS OF DISBURSING OFFICERS OF THE UNITED STATES MILITARY ACADEMY. 1900-1905. 1 vol. 2 in. 38

Accounts of disbursing officers of the United States Military Academy, showing date of entry, number of warrant and of requisition, and amounts and purposes of disbursements. Arranged by officers' account, thereunder by appropriation, thereunder chronologically by fiscal year, and thereunder by date of entry.

JOURNAL OF MILITARY ESTABLISHMENT APPROPRIATIONS. 1899-1906. 7 vols. 2 ft. 39

A debit and credit account of War Department appropriations. The date, ledger folio number, debit and credit items and their amounts, total debits and credits, and debit and credit balances are shown for each appropriation. Arranged chronologically by date of entry.

JOURNAL OF THE GENERAL APPROPRIATION ACCOUNT. 1899-1906. 1 vol. 3 in. 40

Journal of the general appropriations account recording expenditures and repayments for the military establishment, rivers and harbors, civil and public works, national defense, and miscellaneous. Arranged chronologically.



JOURNAL OF "CIVIL, PUBLIC WORKS, AND MISCELLANEOUS" APPROPRIATIONS.

1899-1906. 2 vols. 6 in.

41

A debit and credit account showing expenditures by the War Department for civil and public works, giving ledger folio number and date, title of appropriation, debit and credit items and their amounts, total debits and credits, and the debit and credit balance. Arranged chronologically.

JOURNAL OF RIVER AND HARBOR APPROPRIATIONS. 1899-1906. 2 vols.

6 in.

42

A debit and credit account showing expenditures by the War Department for improvements on rivers, and harbors, giving ledger folio number and date, title of appropriation, debit and credit items and their amounts, total debits and credits, and debit and credit balances. Arranged chronologically.

JOURNAL OF ACCOUNTS DRAWN UPON EMERGENCY FUNDS ("JOURNAL NATIONAL DEFENSE"). 1898-1909. 1 vol. 2 in.

43

Journal of accounts drawn in accordance with an appropriation act of March 9, 1898, providing for the allocation of emergency funds to the national defense, showing amounts and purposes of expenditures, dates of payments, and balances. Arranged chronologically by month, and thereunder chronologically by date of entry.

JOURNALS OF WAR DEPARTMENT APPROPRIATIONS. 1906-17. 11 vols. 3 ft.

44

Journals of appropriations for "Civil, Military Establishment, Public Works including Rivers and Harbors and Miscellaneous," showing title of appropriation and thereunder debit and credit items, with amounts, and total debits and credits. Arranged by year, thereunder by title of appropriation, and thereunder chronologically by date of entry.

Docket Books

DOCKET BOOKS RELATING TO FISCAL MATTERS. 1876-1940. 87 vols. and 31 index vols. 25 ft.

45

Docket books of financial papers, such as repayments, warrants, requisitions, claims, settlements, and, in the earlier years, estimates and expenditures. An entry generally shows date the paper was received, name of person from whom it was received, character of paper, requisition and settlement numbers, name and location of depository, number and date of issue of Treasury warrants, and remarks. Not all of this information is given in the earlier volumes and some additional information relating to debits and credits is given in the later volumes. The volumes are arranged chronologically by fiscal year; for some years the volumes are in two parts. Within the volumes the earlier arrangement is chronological by date paper was received (numerically by docket number), and after about 1907 the arrangement is by class of paper, such as warrant, settlement, or claim, and thereunder chronologically by date received (numerically by docket number). The volumes for the period 1876-1907 have separate indexes, and the rest of the volumes contain indexes. The indexes for the earlier volumes are by



name and docket number. Beginning with the index for 1908, they are by class of paper and thereunder by name and docket number.

DOCKET OF PAY AND BOUNTY CLAIMS. 1895-97. 2 vols. 3 in. 46

Docket of claims for pay and bounty, showing for each claim date of receipt, claim number, name of claimant, number and amount of settlement certificate, and notations of transmittal to the Paymaster General and filing of a copy. Arranged chronologically by date of receipt of claim (numerically by claim number). One volume is an index showing name of claimant and claim number, arranged alphabetically by initial letter of name of claimant.

INDEX TO SERIES 48. 2 vols. 5 in. 47

Index showing names of persons making repayments and docket numbers. Arranged alphabetically by initial letter of surname, thereunder alphabetically by second letter, and thereunder numerically by docket number.

DOCKET OF REPAYMENTS. 1904-11. 2 vols. 6 in. 48

Docket of repayments, showing for each repayment the date received, docket number, name of person from whom received, amount received, disposition and date, certificate number, and name and location of depository into which paid. Arranged chronologically by date of receipt (numerically by docket number).

#### Records of the Budget Officer of the War Department

INDEXES TO CORRESPONDENCE IN SERIES 50. 1922-42. 6 ft. 49

Eight card indexes to parts of the correspondence described in entry 50, entitled as follows: (1) Supplemental Estimates and Legislation, 1931; (2) Estimates and Legislation, 1930; (3) Appropriations, 1927-28; (4) Estimates and Legislation, 1929; (5) Estimates, 1927, and Appropriations, 1926; (6) Supplemental Estimates and Legislation, 1929-42; (7) Supplemental Estimates, 1925-29; and (8) Supplemental Estimates, 1922-24. Each card shows subject, brief of document, date, and file number. Arranged alphabetically by subject.

ESTIMATES AND APPROPRIATIONS. 1901-42. 140 ft. 50

Regular, supplemental, and deficiency estimates of appropriations for the War Department, with justifications; copies of appropriation bills with related correspondence, primarily with Congressmen; and correspondence, statistical charts, and financial reports relating to apportionment of appropriations. Arranged by War Department decimal classification number (chiefly 111, "Estimates for appropriations," and 112, "Appropriations proper") and thereunder chronologically. The small amount of material prior to 1920 consists of estimates of the Division of Requisitions and Accounts, Office of the Secretary of War, to 1918 and thereafter of estimates compiled by War Department bureaus.



## Records of the War Credits Board

The War Credits Board, consisting of three members, was created by the Secretary of War on November 20, 1917, to make advances of funds to contractors supplying material for the War Department. It considered applications for advances, arranged the terms of the advances, and authorized the procuring bureau to advance the amounts approved. After the armistice it was engaged in liquidating its business. The board completed its work in 1925. These records appear to be only a small part of the Board's records.

MINUTES. 1917-19. 1 in. 51  
Minutes of meetings of the Board. Arranged chronologically.

CORRESPONDENCE. 1917-25. 6 in. 52  
Correspondence relating to the establishment, operations, and procedures of the Board. Arranged by subject.

### Miscellaneous Records

REGISTER OF CLAIMS ARISING FROM THE ROGUE RIVER INDIAN WAR OF 1854.  
1871-75. 1 vol. 2 in. 53  
Register of claims against the U. S. Government settled in accordance with an act of Congress of February 2, 1871, "An Act to pay two Companies of Oregon Volunteers." These volunteers were commanded by Capt. Jesse Walker and Nathan Olney and were called to suppress Indian hostilities in Oregon in 1854. Included is an abstract of property received, transferred, and remaining on hand from July 30, 1864, to October 1865, by Bvt. Maj. Gen. W. S. Ketchum, Acting Inspector General. Arranged by name of claimant. A name index is in the volume.

CLIPPINGS FROM THE CONGRESSIONAL RECORD. 1874-76. 2 vols. 9 in. 54  
Scrapbooks (labeled "Invoices") containing clippings from the Congressional Record that pertain to fiscal matters of the War Department. Arranged chronologically, thereunder by House or Senate. The volume for 1875-76 contains a subject index.

RECORDS SUMMARIZING THE FISCAL TRANSACTIONS OF THE PAY DEPARTMENT.  
Apr. 1898-Oct. 1912. 1 vol. 1 in. 55  
Include statements, summaries, and memoranda, with letters of transmittal from the Paymaster General to the Secretary of War, relating to fiscal transactions in connection with the War with Spain, the Army of Cuban Pacification, the Army in the Philippine Islands, and military activities in Puerto Rico, China, and Alaska. Arranged by topic. A table of contents is in the volume.

REGISTER OF SUPPLEMENTAL AND DEFICIENCY ESTIMATES OF THE WAR DEPARTMENT.  
1901-18. 1 vol. 2 in. 56  
This shows name of War Department bureau, title of appropriation act, amount of appropriation, character (whether supplemental or deficiency),



date estimates were sent to the Secretary of the Treasury, the House or Senate Document number in which act was printed (with the Congress and session number), action taken, and remarks. Arranged chronologically by date sent to the Secretary of the Treasury.

STATISTICAL REPORTS RELATING TO FORTIFICATIONS AND ARMAMENTS. 1915-32.

5 in.

57

Statistical reports and related material furnished to committees of Congress concerned with military appropriations, outlining the needs for armaments, fortifications, arsenals, and other supplies for such establishments as the Signal Corps, the Bureau of Ordnance, and the Aberdeen Proving Ground, as well as for the coastal defenses of the United States and its insular possessions. Some publications are included. Unarranged.

ABSTRACTS OF DISBURSEMENTS BY CAPT. H. S. HOSTETTER. Aug. 1920.

2 in.

58

Copies of abstracts of disbursements made by Capt. H. S. Hostetter, Finance Department, showing voucher number, to whom disbursement was made, and amount of disbursement. Arranged numerically by voucher number.

RECORDS RELATING TO THE INTERNATIONAL ARMS AND FUZE CO., BLOOMFIELD, N. J.

1924. 5 in.

59

Audit reports and supporting papers relating to claims of the International Arms and Fuze Co. in the United States Court of Claims, showing the net amount due the company by the United States and the material becoming Government property under terms of the settlement contract. Unarranged.

REPORTS TO THE COMPTROLLER GENERAL. 1933. 5 ft.

60

Copies of fiscal reports sent to the Comptroller General pursuant to a Senate resolution of February 1933, requiring commanders to submit reports on operations of accounting, purchasing, disbursing, personnel, and similar units. The reports contain statistics regarding such matters as facilities, personnel, and costs. Arranged by type of installation, such as Engineer, Ordnance, Chemical Warfare Service, Medical Department, Quartermaster, Signal Corps, or ROTC, and thereunder by geographical location.

GERMAN GOVERNMENT SECURITIES. 1915-24. 4 in.

61

Consist of two types of Imperial Government World War I bonds; some Series E, interim bonds, in 1000- and 2000-mark denominations issued in 1918, nonpayable until October 1924; and a number ranging in denomination from 100 to 5000 marks issued between 1915 and 1918, also nonpayable until 1924.







For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.







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PRELIMINARY



INVENTORIES

Number 143

RECORDS RELATING TO UNITED STATES CLAIMS  
AGAINST THE CENTRAL POWERS

Compiled by George S. Ulibarri  
and Francis J. Heppner

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962







PRELIMINARY INVENTORY OF RECORDS RELATING TO  
UNITED STATES CLAIMS  
AGAINST THE CENTRAL POWERS

(Record Group 76)

Compiled by George S. Ulibarri  
and Francis J. Heppner



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.







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## INTRODUCTION

The principle of settling international controversies judicially through courts of arbitration was utilized by the United States to settle American claims against Germany, Austria, and Hungary resulting from World War I. Special agreements were signed by the respective countries, providing for the establishment of claims commissions authorized to decide those claims over which they had jurisdiction. Two commissions were set up, the Mixed Claims Commission between the United States and Germany, and the Tripartite Claims Commission between the United States, Austria, and Hungary. While the objectives of the two commissions were similar, their composition was different. The Mixed Claims Commission consisted of two Commissioners and an Umpire. The Umpire was called upon to decide the disputed points in cases where the two Commissioners disagreed. The Tripartite Claims Commission consisted of only one Commissioner, who heard and decided all claims presented to him.

In addition to the Commissioners, each nation appointed a Secretary and an Agent. The Secretary was the official custodian of the records of the Commission. The Agent was the principal representative of his government in all claims matters before the Commission, and in this task he was assisted by a legal staff and certain other employees. The United States Agent and staff of the Mixed Claims Commission, United States and Germany, also served in a similar capacity on the Tripartite Claims Commission, United States, Austria, and Hungary. The United States Agent was responsible for the general management and control of all United States claims before both Commissions. He also had the responsibility of gathering all possible information and evidence relating to claims, and he received copies of all pleadings that were filed with the Commission. In short, he amassed a considerable amount of records relating to the work of both claims commissions.

The records described in this inventory comprise the official files of the Agencies of the United States that were created or accumulated during the existence of the Mixed Claims Commission and the Tripartite Claims Commission. The records described as those of the Agents are the records created by those officers in their official capacities. The records described as Commission records are copies of records created by the Commissioners but accumulated or retained in the official files of the United States Agencies. Most of the official records of the two Commissions are in the Federal Records Center at Atlanta, Ga.

This inventory has been organized, insofar as possible, according to the commission or entity that created the records, and consequently records are described as those of the particular organizational unit that produced or accumulated them.

The records described in this inventory, amounting to 1,032 cubic feet, were received from the Department of State. They constitute a



part of Record Group 76, Records of Boundary and Claims Commissions and Arbitrations, and include all the records in the National Archives that relate to claims of the United States and Germany, Austria, and Hungary resulting from World War I. Records relating to unsettled claims less than 50 years old and all records dated later than December 31, 1929, may be examined only by permission of the Department of State.

Records relating to those described in this inventory are in Record Group 59, General Records of the Department of State; and in Record Group 84, Records of the Foreign Service Posts of the Department of State.

This inventory is based in part on work done by H. Stephen Helton, formerly of the National Archives staff.



RECORDS RELATING TO UNITED STATES CLAIMS  
AGAINST THE CENTRAL POWERS

RECORDS OF THE MIXED CLAIMS COMMISSION  
UNITED STATES AND GERMANY, 1922-41

The Executive Agreement, signed at Berlin on August 10, 1922 (42 Stat. 2200), created the Mixed Claims Commission, United States and Germany, for the purpose of determining the exact amount to be paid for satisfaction of claims of the United States and its citizens that had arisen against Germany since July 31, 1914. The Mixed Claims Commission consisted of three members, two Commissioners and one Umpire. Each Government appointed a Commissioner, and the two passed upon the cases presented to them; in cases of disagreement the Umpire, chosen jointly by the two Governments, rendered the final decision.

Because of illness and death, four Umpires were in turn appointed and in each case the Umpire was a United States citizen. The Umpires and the dates they began their service are as follows: William R. Day, 1922; Edwin B. Parker, 1923; Roland W. Boyden, 1930; and Owen J. Roberts, 1932. Edwin B. Parker was designated in 1922 as American Commissioner. He was succeeded by Chandler P. Anderson in 1923, and by Christopher B. Garnett in 1936. Wilhelm Kiesselback was appointed German Commissioner in 1922 and served in that position until 1934, when he was succeeded by Victor L. F. H. Huecking. Commissioner Huecking in a letter dated March 1, 1939, addressed to the Umpire, announced his "retirement" from the Commission, and the German Government did not appoint a successor. Each Government had an Agent who headed the legal and clerical staff and prepared and presented cases to the Commission. The first American Agent was Robert C. Morris, appointed in 1922. He was succeeded in 1923 by Robert W. Bonyngue, and in 1939 by an acting agent, Harold H. Martin. Karl von Lewinski was appointed German Agent in 1922. Lewinski was succeeded by Wilhelm Tannenberg in 1931, by Johann G. Lohmann in 1933, and by Richard Paulig in 1934.

The Commission was organized in the fall of 1922 and held its first meeting on October 9 of that year. Under the agreement of August 10, 1922, the Commission was given jurisdiction only over claims notified to it within 6 months after the date of the first meeting. By April 9, 1923, the end of the 6-month period, 12,425 claims totaling \$1-1/2 billion had been filed. An additional 8,009 claims were filed later under the agreement of December 31, 1928 (45 Stat. 2698), making a total of 20,434 claims filed with the Commission. Individual claims were assigned a "list" number when received by the Agency and a docket number when filed with the Commission. Claims filed under the agreement of 1928 are often referred to as "late" claims.

By 1933 all but a few of the claims had been decided. The largest group of undecided claims was designated as the sabotage claims. These



comprised 153 claims of United States citizens who suffered losses estimated at about \$23 million in the fires and explosions at Black Tom and Kingsland, New Jersey. These disasters were allegedly caused by the activities of German saboteurs in 1916 and 1917 before the United States entered the war. The sabotage claims were before the Mixed Claims Commission for more than 12 years, and it was not until 1939 that a decision was rendered in favor of the 153 American claimants.

MINUTES OF MEETINGS. Oct. 9, 1922-Oct. 30, 1939. 3 vols. 2 ft. 1

A set of authenticated minutes of the Mixed Claims Commission, United States and Germany, together with some copies of abstracts and unbound copies of minutes. The minutes contain the Commission's orders for awards and dismissals of claims. Signed by the Commissioners, the Umpire, and the Secretaries. Arranged chronologically. For an index to the minutes, see entry 2.

INDEX TO MINUTES. n.d. 16 ft. 2

An index on 3" x 5" cards to the minutes of the Commission. The cards usually contain the following information: name of claimant, docket number and classification of claim, date of award or dismissal, and page number in minutes where this information is recorded. Arranged by docket number, 1-16508, with some gaps.

DOCKET. 1922-39. 16 ft. 3

Shows name of claimant, docket and list number of claim, amount claimed, date of proceedings, and dates and types of documents filed with each claim. The typed docket sheets are arranged by docket number, 1-16019.

ADMINISTRATIVE OPINIONS AND DECISIONS. Nov. 1, 1923-May 1, 1929.

1 vol. 3 in. 4

A set of authenticated administrative opinions and decisions of the Mixed Claims Commission, which were signed by the United States and the German Commissioners. These opinions concern the Commission's functions and procedures relating to life insurance claims, estate claims, and other classes of claims. Arranged chronologically by date of opinion or decision.

AWARDS. July 16, 1923-Oct. 30, 1939. 6 vols. 3 ft. 5

A set of awards made by the Mixed Claims Commission. Each award shows the name of the claimant, the docket and list numbers of the claim, the terms of the award, and the amount. Signed by the Commissioners and the Joint Secretaries. Arranged chronologically by date of award.

CARD INDEX TO AWARDED CLAIMS. 1923-27; 1928-30. 6 ft. 6

An index on 3" x 5" cards to claims awarded. Each card shows the name of the claimant, the docket and list numbers of the claim, the date and amount of the award, the rate of interest, and the date from which the interest was computed. There are two sets of cards, one for the



period 1923-27 and the other for the period 1928-30. Arranged alphabetically by name of claimant.

ORDERS. Nov. 15, 1922-Oct. 30, 1939. 6 vols. 2 ft. 7

Orders, many of them signed by the Commissioners. They include miscellaneous orders numbered 1-153, orders correcting awards, and orders of dismissal. The arrangement is in most instances chronological by date of order.

CASE FILES OF LISTED CLAIMS. 1922-41. 552 ft. 8

Papers relating to individual claims of United States citizens against Germany, consisting of depositions, affidavits, and other evidence submitted by the claimant; records of the Department of State concerning the case; and materials accumulated or produced by the United States Agency, including correspondence, memorials, briefs, agreed statements, and related materials. The listed claims comprise all claims accepted by the United States Agency. At the time of acceptance each claim was assigned a list number. Arranged by list number of claim, from 1 to 19961.

INDEX TO CLAIMS. 1922-39. 18 ft. 9

An index on 3" x 5" cards to the claims described in entry 8. Each card gives the name of the claimant and the list and docket numbers of the claim. There are two sets of cards. One set contains names of claimants whose claims were filed under the agreement of August 10, 1922, and the other set indexes those cases filed under the agreement of December 31, 1928. Arranged alphabetically by name of claimant.

CASE FILES OF UNLISTED CLAIMS. ca. 1923. 3 ft. 10

Briefs, correspondence, and other material similar to that described in entry 8. The "unlisted claims" were not assigned a list number by the Agency at the time they were presented to the Commission. Arranged by docket number of claim, from 2 to 13.

UNITED STATES EXHIBITS. ca. 1923-39. 9 ft. 11

Copies of exhibits submitted to the Commission in support of United States claims against Germany, assembled in binders, and arranged numerically from 1 to 1006. Binders 2, 22, 23, and 24 are missing, but printed copies of many of the exhibits in them can be found in the records described in entry 14. For an index to the exhibits, see entry 15.

ORDER EXHIBITS. 1923-39. 9 binders. 3 ft. 12

Copies of United States exhibits submitted as evidence of Germany's liability in connection with the sabotage claims. Indexed within each binder. Much of this material has been printed in volume 6 of the records described in entry 14. Arranged by exhibit number, 1-352.

EXHIBITS A-S. n.d. 1 set. 2 in. 13

A set of exhibits similar to those described in entry 11. These lettered exhibits were submitted to the Commission by the United States



on behalf of the Underwriters' Committee on the Black Tom explosion. Included are documents, sketches, and maps of the locality where the explosion occurred. Arranged alphabetically.

PRINTED UNITED STATES EXHIBITS ("CLAIMANTS EXHIBITS"). 1923-39.

10 vols. 2 ft.

14

Printed copies of United States claimants' exhibits described in entries 11 and 12, and containing the principal evidence relating to Germany's liability in connection with the United States claims. Exhibits are numbered consecutively from 1 to 856. Each volume contains a table of contents showing the number of the exhibit, the subject matter, and the page number where it may be located. Volume No. 6 contains a related series of exhibits referred to as "Order Exhibits," numbered 1 to 352. Originals of these "Order Exhibits" are described in entry 12. Volumes 5, 8, and 10 contain alphabetical indexes.

INDEX TO UNITED STATES EXHIBITS. n.d. 1 ft.

15

An index in two parts: a name and subject index on 5" x 8" cards and an index on typed pages assembled in a binder. Entries usually give the name of the person or subject, the exhibit number, and, if printed, the volume and page number where the information can be found. The index lists exhibits described in entries 11 and 14. Arranged alphabetically by topic.

GERMAN EXHIBITS. 1924-39. 2 ft.

16

Evidence submitted by the German Agent to refute allegations made against the German Government in connection with United States claims. The exhibits are grouped under a lettered series, A-Z, and a numerical series, 1-133. Some unnumbered exhibits are included. Most of the exhibits are assembled in binders, the first 18 of which are listed and indexed in records described in entry 17. The remaining exhibits, from 121 to 133, are indexed for the most part within each binder.

INDEX TO GERMAN EXHIBITS. n.d. 6 in.

17

An index on 5" x 8" cards to the German exhibits described in entry 16. Each card shows the name of the person or subject, and the nature and number of the exhibit. Arranged alphabetically.

PRESS RELEASES. Dec. 11, 1923-Nov. 14, 1930. 4 in.

18

Processed copies of press releases on awards of the Commission. Each release shows the docket and list numbers of the case, the date of the award, the name and address of the claimant, the amount of the award, and the date from which the interest on the award is to be computed. Arranged chronologically.

UNITED STATES AND GERMAN PRINTED BRIEFS. 1924-32. 2 sets. 7 ft.

19

Copies of United States and German briefs submitted in support of claims before the Commission. One set is arranged numerically, 63-16741, with some gaps. The other set, consisting of 22 binders, includes briefs of the Black Tom Underwriters, the Lehigh Valley Railroad, and other claimants and is arranged by docket number.



LIST OF BRIEFS SUBMITTED. 1922-33. 1/2 in. 20

A list of briefs submitted by the Agencies to the Commission, showing docket number of claim, name of claimant, date of each brief, and whether the brief was submitted by the German Agent or the United States Agent. This draft was prepared by W. R. Dorsey, United States Joint Secretary, in October 1934 and covers only those briefs submitted before October 31, 1933. Arranged by docket number, 1-16481.

REPORTS OF THE UNITED STATES AND GERMAN AGENTS. 1929-36. 3 in. 21

Copies of reports on the status of work and other matters submitted by the United States and German Agents to the Mixed Claims Commission. Arranged chronologically.

EVIDENCE RELATING TO UNITED STATES VESSELS. 1923-25. 17 ft. 22

Copies of exhibits for war risk claims consisting of cargo registers, enrollments, licenses, clearance papers, bonds, proofs of ownership, consular invoices, insurance policies, and other documents relating to the destruction or damage of ships insured by the Bureau of War Risk Insurance. Arranged alphabetically by name of vessel.

RECORDS RELATING TO DAMAGED VESSELS. 1914-23. 7 ft. 23

Copies of pleadings, correspondence, and exhibits relating to vessels that had suffered damages as a result of enemy activities. Many documents in this series have been removed; chargeout sheets indicate that the missing documents have been returned to the office of origin. Assembled in folders and arranged alphabetically by name of vessel.

#### Records Relating to the Sabotage Claims

The sabotage claims comprise a group of 153 claims of United States citizens who suffered personal injuries or property losses as a result of activities attributed to German saboteurs operating in the United States. The claims originated out of two disasters: the fires and explosions at the Lehigh Valley Railroad Co. Terminal at Black Tom, N. J., on the night of July 29-30, 1916, and at the Assembling Plant of the Agency of the Canadian Car and Foundry Co., Ltd., at Kingsland, N. J., on January 11, 1917. Millions of dollars' worth of property was destroyed, and in the Black Tom disaster at least two lives were lost.

In presenting the sabotage claims before the Mixed Claims Commission, the United States Agent decided to determine first Germany's liability and then to determine the amount of damages sustained by claimants. On October 16, 1930, at Hamburg, the Commission dismissed the claims for lack of conclusive evidence. The United States Agent petitioned the Commission for a rehearing of the claims on the grounds that the Commission in reaching its decision had been misled and defrauded by perjury, collusion, and suppression and that new evidence had been discovered. The Commission consistently denied the right of a rehearing until its decision of June 3, 1936, which allowed the Agents to file briefs and evidence to support a motion for reopening the hearings.



Following this decision, Germany invited the United States to send representatives to Munich to negotiate a compromise settlement. On July 6, 1936, Germany and the United States agreed that Germany should make an immediate cash payment equivalent to 50 percent of the principal amount of the claims plus 5 percent interest each year from the date of loss to the date of such payment.

Germany refused, however, to sign the joint statement informing the Commission of the agreement. The United States then proceeded to petition the Commission to settle the claims on the basis of the Munich Agreement. These petitions were dismissed by the Commission pending Germany's concurrence. Although Germany refused to sign the statement, the Umpire on June 15, 1939, handed down a decision granting a rehearing of the claims. On the same day the United States Agent submitted a motion for settling the sabotage claims, and, immediately after considering the motion, the Commission revoked the decision reached at Hamburg and granted the United States Agent the right to submit proposed awards for individual cases.

On October 30, 1939, the Umpire agreed that the awards had been "accurately and properly calculated" and awarded the United States \$21,157,000.

TRANSCRIPTS OF ORAL ARGUMENTS IN SABOTAGE CASES. 1929-39. 2 ft. 24

Copies of transcripts of the oral arguments concerning the sabotage claims presented before the Mixed Claims Commission during its meetings in Washington in 1929, 1932, 1937, and 1939; at The Hague in 1930; and in Boston in 1931. Arranged by meeting and thereunder chronologically by date of argument.

COPIES OF MEMORIALS. 1927. 2 in. 25

Copies of memorials filed by the United States in behalf of the claims of the Lehigh Valley Railroad Co. and the Canadian Car and Foundry Co., which arose out of alleged sabotage acts of Germany.

RECORDS RELATING TO THE PETITIONS FOR REHEARING THE SABOTAGE CLAIMS. 1931-39. 1 ft. 26

Copies of the United States petitions to the Mixed Claims Commission for a rehearing of the sabotage claims. Included are drafts of petitions, some evidence sustaining the petitions, related correspondence, and certificates of disagreement by the two Commissioners.

BRIEFS RELATING TO FRAUD BY THE GERMAN GOVERNMENT. 1935. 6 in. 27

Copies of briefs regarding fraud by the German Government in presenting evidence in the Black Tom and Kingsland claims; in attacks against Blue Book magazine, which published the so-called Herrmann message; and in its denial of responsibility for sabotage. Included are briefs of the sabotage claimants relating to the responsibility of Germany for the destruction at Black Tom. Also included are some letters from the claimants' attorneys.

BRIEFS AND PETITIONS RELATING TO SABOTAGE CASES. 1924-39. 4 ft. 28

Included with the briefs and petitions are some related correspondence,



memoranda, and notes. Most of these documents were filed by the United States; a few of them were filed by Germany.

RECORDS RELATING TO THE SABOTAGE CLAIMS FILED WITH THE COMMISSION.

1930-41. 42 vols. 7 ft.

29

Documents filed with the Commission in support of petitions for rehearing the sabotage claims. Included are correspondence, briefs, memoranda, newspaper clippings, and press releases. The documents are assembled in volumes and are arranged chronologically.

PLEADINGS IN THE SABOTAGE CASES. 1930-40. 5 vols. 1 ft.

30

Pleadings prepared in connection with the sabotage claims. Included are petitions for rehearing, briefs, motions, replies, decisions on petitions, memoranda, and other legal documents. Arranged chronologically. Each volume has a table of contents.

MOTIONS AND REPLIES. 1929-38. 6 in.

31

Mainly copies of motions and replies to motions submitted by the German and the United States Agents regarding the filing of exhibits and other matters connected with the sabotage claims. Also included are some opinions, orders, and notices of the Commission. Arranged chronologically.

NOTES AND MEMORANDA RELATING TO SABOTAGE CASES. 1929-39. 2 ft.

32

Notes and memoranda, some in penciled draft, regarding new evidence and points of law to be used in the presentation of oral arguments in the sabotage cases. Included are some related correspondence and copies of unused affidavits.

MEMORANDA OF THE GERMAN AGENT. 1929-36. 2 in.

33

Typed copies of memoranda prepared by the German Agent concerning objections to the rehearing of the Black Tom claim and related problems arising from the presentation of the sabotage claims. Arranged chronologically.

PROPOSED AWARDS FOR BLACK TOM UNDERWRITERS. 1939. 3 in.

34

These proposed awards for the Black Tom Underwriters and other sabotage claimants are similar to those described in entry 5. The three sets of awards are dated July 27, August 8, and September 22, 1939, respectively, and are arranged by docket number within each set.

MEMORANDA AND NOTES REGARDING THE WITHDRAWAL OF THE GERMAN COMMISSIONER.

1939. 2 in.

35

Memoranda and notes of the United States Counsel regarding the effect of the withdrawal of the German Commissioner from the Mixed Claims Commission and the right of the Commission to render a final decision in the sabotage cases. Included are drafts of opinions, memoranda, and some related letters from attorneys for the claimants.



OPINIONS AND DECISIONS IN THE SABOTAGE CLAIMS. 1932; 1939. 1 vol.

3 in.

36

Copies of the opinions and decisions regarding the settlement of the sabotage claims, dated 1932 and 1939, with penciled notations. The certificate of disagreement and the opinion of the United States Commissioner, each dated June 15, 1939, are included.

Records of the United States Commissioner

The Commissioners were authorized to decide on the validity of the claims presented to them and to determine the amount, if any, to be paid to the claimants. The records that reflect this activity are described for the most part in entries 1-36. As the work of the Commission progressed, the United States Commissioner rendered other services to claimants. For example, at the request of Congress, he participated in fixing reasonable attorneys' fees in cases where the claimants considered that their private attorneys were making exorbitant charges.

Three men held the position of United States Commissioner during the life of the Mixed Claims Commission. The first was Edwin B. Parker, appointed in October 1922. He was succeeded by Chandler P. Anderson in June 1923, and by Christopher B. Garnett in September 1936.

GENERAL CORRESPONDENCE OF THE UNITED STATES COMMISSIONER. 1923-36.

1 ft.

37

Correspondence of Chandler P. Anderson, Commissioner for the United States, mainly with claimants and their attorneys concerning interviews, requests for Commission publications, the status of claims, filing of claims, payment of awards, administrative problems, and other matters relating to claims. For the period 1923-24 the correspondence is arranged alphabetically by name of correspondent, and thereafter it is arranged in rough chronological order.

CORRESPONDENCE BETWEEN COMMISSIONER CHANDLER P. ANDERSON AND SPECIAL COUNSEL ALAN E. GRAY. 1928-30. 2 in.

38

Relates to the problem of fixing reasonable attorneys' fees to be paid by the claimants, to the sabotage claims, and to general legal problems. Arranged in rough chronological order.

CORRESPONDENCE BETWEEN UNITED STATES COMMISSIONER ANDERSON AND GERMAN COMMISSIONER KIESSELBACK. 1924-31. 2 in.

39

Relates to the work of the Mixed Claims Commission. Included are several telegrams. Assembled in folders and arranged therein chronologically.

MISCELLANEOUS RECORDS OF THE UNITED STATES COMMISSIONER. 1923-25.

4 vols. 10 in.

40

Letters, memoranda, drafts of decisions, and certificates of disagreement of the United States Commissioner. They relate to the jurisdiction



of the Commission and other questions coming before the Commission for decision. Arranged in rough chronological order.

TENTATIVE OPINIONS ON CLAIMS. 1923-30. 9 in.

41

Copies of tentative opinions given mostly by the German Commissioner, Wilhelm Kiesselback, regarding the final disposition of claims before the Mixed Claims Commission. Arranged by docket number of claim, 13-16483, with some gaps.

COPIES OF DECISIONS IN THE LUSITANIA CASES. 1923-24. 5 in.

42

Printed and processed copies of decisions of the Umpire and certificates of disagreement of the German and United States Commissioners in the Lusitania claims. Included are related correspondence and memoranda. Arranged for the most part by docket number.

FEE-FIXING DECISIONS OF THE UNITED STATES COMMISSIONER. 1928-32.

7 vols. 1 ft.

43

Section 9 of the Settlement of War Claims Act of 1928 prohibited attorneys from charging excessive fees and authorized the Commissioner to fix reasonable fees for services rendered by attorneys in presenting claims before the Mixed Claims Commission. These are the copies of the decisions of the United States Commissioner, fixing reasonable fees for attorneys who represented United States claimants. Arranged by decision number, 1-78.

PRINTED REPORT OF THE UNITED STATES COMMISSIONER. Dec. 30, 1933.

1/4 in.

44

A 76-page report concerning the organization, work, jurisdictional limitations, and accomplishments of the Commission. This report, though less detailed, is similar to the reports of the United States Agent described in entry 56.

#### Records of the Agent and the Counsel of the United States

The Agent, as chief legal officer, headed the clerical and legal staff of the United States Agency. With the assistance of the Counsel, he prepared and presented to the Commission all claims of United States citizens. Robert C. Morris was United States Agent from September 1922 to May 1923. Robert W. Bonyngue succeeded Morris in June 1923 and served until his death in September 1939. Harold H. Martin, who held the position of Counsel while Bonyngue served as Agent, was designated as Acting Agent in September 1939. The Agent and the Counsel not only created but also accumulated records containing legal or factual information needed in presenting claims to the Commission.

GENERAL CORRESPONDENCE OF THE AGENT OF THE UNITED STATES. 1925-51.

17 ft.

45

Letters and memoranda received by the United States Agent, and copies of letters and memoranda sent by him to the Department of State, the War



and Treasury Departments, the Agent and the Commissioner of Germany, and claimants regarding evidence, briefs, and other matters connected with the sabotage claims. Most of this material is assembled in folders, numbered from 2 to 142. Arranged chronologically.

MEMORANDA RECEIVED BY THE UNITED STATES AGENT. 1931-39. 4 in. 46

Memoranda, some of them confidential, which were received by the Agent from the United States Counsel. Most of them relate to the sabotage claims. Arranged chronologically.

MEMORANDA AND LETTERS SENT BY THE UNITED STATES AGENCY. Nov. 2, 1922-June 30, 1941. 204 vols. 22 ft. 47

Copies of memoranda and letters sent by the United States Agency, many of them prepared by the United States Counsel, H. H. Martin. Arranged chronologically. Through July 22, 1926, copies of the memoranda were filed in a separate series (see entry 48).

MEMORANDA SENT BY THE UNITED STATES AGENCY. Nov. 6, 1922-July 22, 1926. 7 vols. 1 ft. 48

Copies of memoranda sent by the United States Agency, many of them prepared by the United States Counsel, H. H. Martin, and others of the legal staff of the Agency. Arranged chronologically. After July 22, 1926, similar memoranda are interfiled with the letters described in entry 47.

LETTERS RECEIVED FROM CLAIMANTS. 1937-41. 6 in. 49

Letters from claimants or their attorneys requesting information on the status of the sabotage claims and the proposed agreement between the United States Counsel and award holders. Included are draft copies of motions for awards, agreed statements, reports on the work of the Agency, and copies of memoranda. Arranged in rough chronological order.

CORRESPONDENCE REGARDING LATE CLAIMS. 1929-41. 1 ft. 50

Correspondence of the United States Agency with persons wishing to file claims after the terminal date for filing claims had passed. This correspondence is arranged alphabetically by name of person. There is also a folder containing general correspondence relating to late claims. Correspondence in the folder is arranged chronologically.

CORRESPONDENCE OF THE COUNSEL WITH THE AGENT OF THE UNITED STATES. Aug. 4, 1928-Sept. 22, 1939. 2 ft. 51

Letters received and copies of letters sent by Counsel H. H. Martin to Agent Robert W. Bonyne. Most of the correspondence deals with the sabotage claims against Germany. Arranged chronologically.

MEMORANDA. 1924-40. 16 vols. 3 ft. 52

Memoranda prepared by Mr. Martin as Counsel of the United States. Some other correspondence is included. Arranged chronologically. For an index to the memoranda, see entry 53.



CARD INDEX TO MEMORANDA. 1924-40. 1 ft. 53

An index on 3" x 5" cards to memoranda described in entry 52. Each card gives the subject of memorandum or name of claimant, number of volume in which the memorandum can be found, its date, and a brief summary of its contents. Arranged alphabetically by subject or by name of claimant.

PERSONAL CORRESPONDENCE OF THE COUNSEL. 1909-40. 6 vols. 1 ft. 54

Chiefly correspondence exchanged by Mr. Martin with friends, business associates, and members of his family. Included are telegrams, dinner invitations, and newspaper clippings about family events, politics, and the work of the Mixed Claims Commission. Arranged chronologically.

RECORDS RELATING TO THE COUNSEL'S EUROPEAN TRIP. 1928. 4 in. 55

Correspondence, memoranda, cables, reports, memoranda of conferences, and other papers relating to Mr. Martin's trip to Europe in 1928 in order to secure information and additional evidence for use in the sabotage cases.

REPORTS OF THE UNITED STATES AGENT. 1922-41. 5 in. 56

Reports giving detailed descriptions of Commission activities. The reports are dated December 15, 1922; April 10, 1923; June 16, 1923; June 30, 1925; December 31, 1934; and June 2, 1941, respectively.

REPORTS CONCERNING CLAIMS DOCKETED OR RETURNED TO THE STATE DEPARTMENT.

Sept. 1, 1925-Apr. 3, 1930. 2 vols. 2 in. 57

Monthly reports of the Agency of the United States regarding claims docketed or returned to the Secretary of State, listing consolidations of claims due to duplications and reassignments of released numbers to other claims. Arranged chronologically.

LISTS OF CLAIMS. 1925-28. 4 in. 58

Printed lists of claims against Germany, including a list of late claims. Each entry usually gives name of claimant, docket and list number, amount claimed, amount awarded, and in some instances the date of the decision, rate of interest, and date from which interest was computed. Arranged by list or docket number.

LISTS OF AWARDED CLAIMS SUBMITTED TO THE SECRETARY OF STATE. 1928-39. 5 in. 59

Certified copies of awards and letters of transmittal addressed to the Secretary of State, enclosing alphabetical lists of United States claimants in whose favor awards had been rendered by the Mixed Claims Commission. Each entry shows claimant's name, docket number of claim, amount awarded, rate of interest, and date from which interest was computed. Arranged alphabetically.

LISTS OF STATE DEPARTMENT DOCUMENTS IN AGENCY FILES. 1914-26. 6 in. 60

Two lists of State Department documents in the files of the United States Agency. Each entry gives date and decimal file number, name of



claimant, docket number of claim, and in some instances a brief summary of its contents. Entries in one list are arranged by docket number of claim; in the other, by decimal file number of document.

AGREED STATEMENTS. 1923-36. 3 ft.

61

Mainly unsigned copies of awards of the Commission and related agreed statements. Agreed statements were usually prepared and signed by both Agents to inform the Commission that an amicable settlement had been reached with respect to specific claims. Some agreed statements, however, are signed only by the Agent of the United States. The Commission based its final decision on the recommendation contained in the agreed statement. Arranged in part alphabetically by name of claimant and in part by docket number of claim.

NOTES RELATING TO EXHIBITS. n.d. 6 in.

62

Notes made by H. H. Martin, United States Counsel, relating to some of the exhibits presented to the Mixed Claims Commission. Included are correspondence and copies of exhibits or parts of exhibits. Arranged by exhibit number.

MISCELLANEOUS RECORDS RELATING TO GENERAL CLASSES OF CLAIMS. 1923-40. 7 ft.

63

Correspondence, memoranda, reports, lists, printed copies of court cases, decisions, cards, newspaper clippings, and other materials relating to certain classes of claims being considered by the Commission. The classes of claims included bank deposit and bond claims, the Lusitania claims, patent claims, prize court claims, ships' claims, personal injury claims, life and marine insurance claims, corporation claims, estate claims, and underwriters' claims. Most of the file consists of reference material and memoranda concerning legal questions. Arranged alphabetically by subject or by class of claim.

CLASSIFIED FILE OF THE UNITED STATES AGENCY. 1922-28. 13 ft.

64

Correspondence, memoranda, reports, and other papers concerning the administration of the Agency. Included are records relating to personnel and publicity, inquiries on claims matters, requests for publications, and miscellaneous correspondence. Arranged according to a duplex-numeric filing system that was apparently discontinued. For an index to these records, see entry 65.

INDEX TO CLASSIFIED FILE. 1922-28. 8 ft.

65

An index on 3" x 5" cards to the records described in entry 64. Each card shows the name of person or subject and the classification symbols of the documents containing information on that person or subject. Arranged alphabetically by name of person or subject.

MISCELLANEOUS RECORDS RELATING TO SETTLEMENT OF CLAIMS. 1926-37. 2 ft.

66

Newspaper clippings, memoranda, copies of letters of the United States Agent and the United States Counsel, printed messages of the President,



reports of congressional committees, copies of congressional bills, hearings of Congress on bills, copies of the Congressional Record, and correspondence of the Department of State relating to settlement of war claims with Germany. Arranged in rough chronological order.

EXCERPTS FROM DECISIONS OF MIXED ARBITRAL TRIBUNALS. Nov. 28, 1921-  
Nov. 24, 1924. 2 vols. 2 in.

67

These excerpts were apparently collected for possible use by the legal staff of the United States Agency. Arranged chronologically.

RECORDS OF THE WAR CLAIMS ARBITER. 1929-31. 3 vols. 4 in.

68

The War Claims Arbiter was responsible for determining just compensation for former owners of German ships and patents that were used by the United States. These records consist chiefly of copies of hearings relating to ships and patents, memoranda, orders, decisions, and press releases. Included is a binder labeled "Memoranda and Briefs on Trading With the Enemy Act." The records appear to be part of the reference file in the office of the United States Counsel.

COPIES OF TREATIES WITH THE CENTRAL POWERS. 1921-28. 4 vols.  
4 in.

69

Printed copies of treaties between the United States and Germany, Austria, and Hungary (Treaty series 658, 659, 660, 665, 730, and 766). Included are summaries, memoranda, and newspaper clippings. This material was used by the Agency for reference purposes.

RECORDS RELATING TO THE TRIPARTITE CLAIMS COMMISSION. 1925-29.  
1 vol. 2 in.

70

Reference material maintained by the United States Counsel. Included are copies of the Treaty of Vienna, the Treaty of Budapest, the Rules of Practice and Procedures of the Tripartite Claims Commission, administrative decisions, a report of Dr. Ernst Prossinagg, a report of Robert W. Bonyne, and a register of awards.

MISCELLANEOUS RECORDS. n.d. 3 ft.

71

Printed copies of decisions, opinions, briefs, oral arguments, and the transcript of record of the United States District Court for the Southern District of New York. These records appear to be part of a reference file kept by the United States Counsel.

SAMPLES OF FORMS AND CORRESPONDENCE OF THE UNITED STATES AGENCY.  
1922-39. 1 ft.

72

Samples of forms for Commission orders, awards, dismissals, withdrawals, applications for support of claims against foreign governments, and notices to claimants on the filing of papers; and samples of memoranda, letters of acknowledgment, waivers, notices, agreed statements, questionnaires, applications for payment of awards, telegrams, fee notices, and circular letters.



Records Relating to German Saboteurs and Their Activities

CHRONOLOGICAL LIST OF GERMAN SABOTAGE ACTIVITIES. 1893-1927. 1 in. 73

A list of incidents that was used by the United States Counsel to substantiate the allegation that the German Government had supported acts of sabotage to advance its warmaking potential. Most of the incidents are related to the Kingsland and Black Tom explosions in New Jersey. Each entry in the list gives the date and a brief description of the incident.

LIST OF PERSONS MENTIONED IN SABOTAGE EXHIBITS. n.d. 1 vol. 2 in. 74

An alphabetical list of persons mentioned in the exhibits submitted by United States claimants in support of the sabotage claims. Included are the names of German officials and agents connected with sabotage activities in the United States, the names of United States officials and persons submitting evidence regarding German sabotage, and the names of persons mentioned in the German documents. Each entry gives name of person, a short digest of the information concerning him, and number of the exhibit which he submitted or in which he is mentioned.

CORRESPONDENCE REGARDING TESTIMONY. 1930-33. 6 in. 75

Letters and memoranda regarding the testimony given by key German witnesses in the sabotage claims. Included are a list of questions asked the witnesses, depositions, transcripts of testimony, and related memoranda.

RECORDS RELATING TO GERMAN SABOTEURS. 1928-39. 10 ft. 76

Letters, memoranda, reports, newspaper clippings, statements, and notes regarding German agents, most of whom were connected with sabotage activities. Arranged by subject in rough alphabetical order.

DOCUMENTS RELATING TO GERMAN SABOTAGE ACTIVITIES. 1915-18. 2 ft. 77

Copies of documents obtained by the United States Agency from the State, Justice, Labor, and War Departments. Arranged alphabetically by name of Department supplying the document and thereunder by name of German agent involved.

REPORTS REGARDING MICHAEL KRISTOFF. 1917-21. 1 vol. 2 in. 78

Copies of reports prepared by secret agents who investigated the activities and personal connections of Michael Kristoff, alleged to have been one of the perpetrators of the Black Tom disaster. These agents, identified only by a number, were apparently employed by an American detective bureau. There is a table of contents at the beginning of the volume. The reports are arranged chronologically.

TESTIMONY OF FREDERICK L. HERRMANN AND THEODORE J. WOZNIAC. Apr. 3-7, and July 22-30, 1930. 8 binders. 3 in. 79

A transcript of direct testimony and cross-examination of Frederick L. Herrmann, Theodore J. Wozniak, and other witnesses in the sabotage claims.



Herrmann was accused by the United States of being the German sabotage agent who furnished Wozniak with the incendiary devices to destroy the plant at Kingsland. Arranged chronologically.

EXPERT OPINION OF ALBERT S. OSBORN. 1931. 2 ft. 80

A copy of Osborn's report regarding the Herrmann message and the Wozniak letters. The report of his findings was prepared in the form of an affidavit and was submitted to the Mixed Claims Commission with other supporting documents. The documents (annexes) are numbered from 1 to 182, with some gaps.

TRANSCRIPT OF CORONER'S INQUEST. July 15, 1929. 1 in. 81

A record of the inquest concerning the death of James Doherty, who had died as a result of injuries received during the Black Tom explosions on July 30, 1916.

TESTIMONY IN SABOTAGE CASES. Apr. 3-4, 1930. 2 in. 82

A transcript of testimony of Frederick L. Herrmann, his brother Carl William Herrmann, and others. Included are notes concerning the testimony, which were prepared by G. Kibby Munson, the law clerk who assisted the Umpire of the Mixed Claims Commission. Arranged chronologically.

NOTES OF THE LAW CLERK CONCERNING EVIDENCE IN SABOTAGE CASES. 1930. 9 in. 83

Copies of Munson's notes concerning evidence submitted to the Mixed Claims Commission in connection with the sabotage cases. The notes were sent by Munson to the United States Agency for its information.

INTERCEPTED MESSAGES CONCERNING ACTIVITIES OF GERMAN AGENTS IN MEXICO. 1917-18. 1 in. 84

Copies of and excerpts from intercepted German telegrams, most of which were sent between Madrid and Berlin, concerning the activities of German agents in Mexico. These records are part of the material gathered by the Agency of the United States for exhibits supporting the sabotage claims against Germany. Arranged chronologically.

SPECIAL REPORTS RELATING TO THE BLACK TOM EXPLOSION. July-Sept. 1916. 2 in. 85

Reports prepared by the detectives who apparently were employed by the Special Committee on the Black Tom Island Disaster to investigate and to determine the cause of the explosion. The reports, submitted from the day after the explosion until the middle of September, are numbered from 1 to 81. A memorandum relating to papers in the Department of Justice and entitled "Wunnenberg documents" is included. The reports are arranged numerically.

STATEMENT OF DAMAGES SUBMITTED BY THE LEHIGH VALLEY RAILROAD CO. Aug. 24, 1939. 2 in. 86

An affidavit dated August 24, 1939, and accompanied by several annexes,



regarding losses suffered by the Lehigh Valley Railroad Co. as a result of the destruction of the Black Tom Terminal on July 30, 1916.

STATEMENT REGARDING LOSSES IN THE KINGSLAND CLAIMS. 1939. 1 in. 87

A statement, prepared by the Agency of the United States, showing the monetary value of the buildings, machinery, railroad tracks, water system, goods and merchandise, and other equipment owned by the Canadian Car and Foundry Co. that were destroyed at the Kingsland Assembling Plant by fire and explosion. Some related correspondence is included.

NEWSPAPER CLIPPINGS CONCERNING THE SABOTAGE CASES. 1928-41. 1 ft. 88

Mainly clippings sent to the United States Agency by the Romeike Press Clipping Bureau and the Argus Press Clipping Bureau, both of New York. They relate to Germany's spy and sabotage activities, Germany's plan for payment of her war debts to the United States, and proceedings of the Mixed Claims Commission in the sabotage claims. Arranged chronologically.

#### Records of the Disbursing Officer

The Disbursing Officer, Jackson C. Lusby, and his assistant, Howard P. Locke, Jr., were in charge of accounting and bookkeeping for the Agency of the United States as well as for the United States Commission. Lusby also acted as purchasing officer for equipment and supplies and kept an inventory of all furniture and equipment.

PERSONNEL RECORDS. 1922-33. 2 ft. 89

Employment records of the legal staff and other employees of the United States Agency. Arranged alphabetically by name of employee.

LETTERS SENT BY DISBURSING OFFICER. Aug. 1, 1931-June 30, 1933.

1 vol. 2 in. 90

Copies of letters sent to the General Accounting Office, the Department of State, the United States Agent, the Treasurer of the United States, and others regarding checks, leases, refunds, travel, library books, bookbinding, accounts, and other administrative matters. Arranged chronologically.

ACCOUNTING RECORDS. 1923-33. 3 ft. 91

A ledger book, ledger cards, a register of purchase orders and requisitions, a voucher register, a journal, and a card inventory record of furniture and equipment.

#### RECORDS OF THE TRIPARTITE CLAIMS COMMISSION UNITED STATES, AUSTRIA, AND HUNGARY, 1926-34

The Tripartite Claims Commission was established by an agreement signed by the United States with Austria and Hungary on November 26, 1924 (44 Stat. 2213). The Commission was authorized to determine the amounts,



if any, to be paid by Austria and Hungary in satisfaction of World War I claims of United States citizens, as defined in the treaties of peace concluded by the United States with Austria on August 24, 1921, and with Hungary on August 29, 1921.

Under the terms of the Tripartite Agreement of 1924, the three Governments agreed to select a single Commissioner to pass on all claims presented for adjudication. Each country also appointed an Agent and a legal staff, together known as an Agency, to prepare oral and written arguments for presentation to the Commissioner. Since the United States Agency of the Mixed Claims Commission, United States and Germany, was already handling similar claims against Germany, the Agent of the United States and his staff were given the additional function of serving as the United States Agency of the Tripartite Claims Commission.

The three Governments agreed upon the selection of Edwin B. Parker as Commissioner. He was commissioned by the President of the United States in 1925 and served until his death in 1929. The vacancy was not filled until the appointment of Chandler P. Anderson in 1933. The Agent of the United States was Robert W. Bonyng, who served from the time he was commissioned in 1925 until the Commission completed its work in 1934. Ludwig Kleinwachter served as Austrian Agent from January 1926 until October 1926 when Ernst Prossinagg succeeded him. The Hungarian Government was represented by John Pelenyi as Agent ad interim during the first meeting. He was succeeded in May 1926 by Alexis de Boer, who served on the Commission continuously thereafter. By agreement of the three Governments, Ephraim P. Bowyer of the United States was made Secretary of the Commission instead of the three joint secretaries contemplated by the Tripartite Agreement; he served throughout the existence of the Commission.

The first meeting of the Commission was held at Washington, D. C., on January 25, 1926. Under the Tripartite Agreement, all claims had to be presented to the Commission within a year of the first meeting. Claims received after January 25, 1927, as well as those which did not come within the jurisdiction of the Commission or were withdrawn at the request of the claimants, were referred to the Department of State. By January 25, 1927, 1,631 claims had been filed. Since many of the claims were later subdivided and submitted as two or more separate claims, the aggregate number increased to approximately 3,500. Each claim was given a list number by the Agency of the United States. When a claim was received by the Commission, it was assigned a docket number. Another designation, the item number, was apparently assigned to each case at the time the Commissioner judged it. By May 18, 1934, the Commission had completed its work.

REPORTS OF MEETINGS OF THE TRIPARTITE CLAIMS COMMISSION. Jan. 25, 1926-  
June 28, 1929. 2 in. 92

Reports of 32 meetings of the Commission. Each report consists of a



brief summary of the business transacted and usually includes a list of the claims on which a decision was reached. Arranged chronologically.

CASE FILES OF ADJUDICATED CLAIMS. 1925-29. 53 ft. 93

Files containing evidence submitted by claimants to substantiate the validity of their claims. Included are memorials, briefs, agreed statements, answers, and other documentary proof. The correspondence of the United States Agency with the claimant and with the Austrian and Hungarian Agents regarding the settlement of the claims is also included. Arranged alphabetically by name of claimant and thereunder chronologically. The papers and correspondence in individual case files are listed in the registers described in entry 95. Individual case files are indexed in the records described in entry 94.

GENERAL INDEX TO CLAIMS. 1925-30. 3 ft. 94

A general index, in 13 parts, on 3" x 5" or 5" x 8" cards, to claims records described in entries 93, 103, and 104. Seven parts of the index are arranged alphabetically by name of claimant and contain some or all of the following information: docket and list number, whether claim was dismissed or withdrawn, and date when action was taken on the claim or when it was returned to the Department of State. The other parts of the index are arranged numerically by docket or list number and contain information similar to that in the parts that are arranged alphabetically.

REGISTERS OF ADJUDICATED AND WITHDRAWN CLAIMS. 1925-29. 14 vols. 2 ft. 95

Registers listing the documents that comprise the case files of adjudicated claims described in entry 93 and also listing the withdrawn claims described in entry 103. In addition to name of claimant, list and docket number, and classification of claim, the following information is given for each listed document: type of document, date, and a brief statement of contents. Arranged alphabetically by name of claimant and thereunder chronologically.

LIST OF CLAIMANTS. 1925-29. 1 vol. 2 in. 96

A list of claimants giving list number, name of claimant, and classification of claim. Arranged by list number, 1-1635.

COPIES OF PLEADINGS. 1926-28. 2 ft. 97

Copies of memorials and briefs of the United States Agent, replies of the Austrian and Hungarian Agents, and agreed statements of the Agents of the United States, Austria, and Hungary, which were submitted to the Commissioner. This material duplicates in part some of that filed with the adjudicated claims described in entry 93. Arranged by docket number, from 2 to 1118, with some gaps.

LISTS OF AWARDS. 1927-29. 4 in. 98

Lists of awards against Austria and Hungary that were sent by the Commissioner to the Secretary of the Treasury of the United States to



effect payment to United States citizens. Some lists were certified by the Commissioner. Each entry usually gives claimant's name, date and amount of award, docket number, rate of interest, date from which interest was computed, and item number. Arranged by item number.

KEY TO ITEM NUMBERS. 1927-29. 1/2 in.

99

Two lists of claims, one arranged by docket number and the other alphabetically by name of claimant. Each entry in the lists is cross-referenced to the item number assigned by the Commissioner at the time of judging the claim.

CORRESPONDENCE OF COMMISSIONERS. Mar. 9-Apr. 17, 1928; Aug. 23, 1933-May 18, 1934. 1 in.

100

Correspondence of Commissioners Edwin B. Parker and Chandler P. Anderson with the United States, Austrian, and Hungarian Agents and with the Department of State regarding (1) fixing the rate of exchange between the Austro-Hungarian kronen and the dollar, (2) the appointment of Commissioner Anderson, and (3) the disposition of records of the Commission. Some correspondence of the Secretary of the Commission, Ephraim P. Bowyer, is included. Arranged by subject and thereunder chronologically.

REPORTS OF THE COMMISSIONER AND OF THE AGENTS OF THE UNITED STATES AND AUSTRIA. 1929-30. 6 in.

101

There are three reports: (1) a 202-page report entitled "Final Report of the Commissioner and Decisions and Opinions, October 15, 1929"; (2) a 94-page report entitled "Report of Robert W. Bonyngé, Agent of the United States, June 30, 1930"; and (3) a 54-page report entitled "Report of Dr. Ernst Prossinagg, Austrian Agent, June 1929." Also included are a draft of the report of the United States Agent; copies of administrative decisions, the Treaties of Vienna and Budapest, and the agreement of November 26, 1924; a copy of the remarks made by Robert W. Bonyngé at the final meeting of the Commission; and copies of other documents used as sources of information in preparing the reports.

#### Records of the Agency of the United States, 1925-33

GENERAL CORRESPONDENCE OF THE AGENCY. 1925-33. 3 ft.

102

Letters received and copies of letters and memoranda sent by the United States Agency to the Commissioner, to the Austrian and Hungarian Agents, to the Department of State, to other Government agencies, and to private persons regarding the work of the Commission, private settlement of claims by American bankers against Austria and Hungary, evidence for claims cases, filing of late claims, and the appointment of a Commissioner in 1933. Arranged alphabetically by name of person or subject and thereunder chronologically.

LETTERS REGARDING WITHDRAWN CLAIMS. 1926-29. 3 ft.

103

Copies of letters sent to the Department of State, to the claimants, and to the Austrian and Hungarian Agents by the United States Agent regarding the withdrawal of claims submitted to the Commission. A claim



was withdrawn either at the request of the claimant or because it was not within the jurisdiction of the Commission. After a claim was withdrawn, the case file was transferred to the Department of State. Arranged alphabetically by name of claimant and thereunder chronologically. Withdrawn claims are listed in the index described in entry 94 and in the register described in entry 95.

LETTERS TO THE DEPARTMENT OF STATE REGARDING LATE CLAIMS. 1927-30.

1 ft.

104

Copies of letters from the United States Agent transmitting the case files of claims received by the Agency after January 25, 1927, the final date for submitting claims to the Commission. Arranged alphabetically by name of claimant. These letters are listed in the registers described in entry 105. For an index to the letters, see entry 94.

CORRESPONDENCE REGISTERS OF LATE CLAIMS. 1927-30. 2 vols. 4 in. 105

Entries give names of claimants and dates on which case files for specified claims were referred to the Department of State. Arranged alphabetically by name of claimant.

RECORDS CONCERNING EXCHANGE RATES FOR DEBT PAYMENTS. Aug. 23, 1926-

Feb. 19, 1927. 1 vol. 1 in.

106

Correspondence of the United States Agent; copies of the minutes of the conferences held at Budapest on August 23-27, 1926, and at Vienna on September 1, 1926; and the resulting tentative draft of an agreement for settlement of the dispute over the payment of Austrian and Hungarian debts in United States currency and at stipulated rates of exchange. Arranged chronologically.

WORKING PAPERS. 1926-29. 1 ft.

107

Briefs, a list of printed briefs, copies of memorials, rules of procedure, minutes of the Commission, lists showing status of claims, form letters, instructions to claimants, administrative decisions, drafts of notes, copies of letters sent, and memoranda concerning the work of the United States Agency.

UNUSED EVIDENCE. 1925-27. 3 in.

108

Documents bearing Department of State file numbers, which were transmitted to the United States Agency for possible use as evidence in support of claims of United States citizens. The documents concern the treatment accorded United States citizens and property in Austria-Hungary during World War I and the agreements made by Austria-Hungary with European governments to effect a claims settlement. Arranged in rough chronological order.



For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.







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PRELIMINARY



INVENTORIES

Number 144

WAR DEPARTMENT COLLECTION OF  
REVOLUTIONARY WAR RECORDS

Compiled by Mabel E. Deutrich

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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962







PRELIMINARY INVENTORY OF THE WAR DEPARTMENT  
COLLECTION OF REVOLUTIONARY WAR RECORDS

(Record Group 93)

Compiled by Mabel E. Deutrich



The National Archives  
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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

An act of Congress of August 7, 1789, establishing the Department of War, provided that the Secretary of War should have custody of all books and papers belonging to the Secretary at War, who had headed the Department of War established by the Continental Congress in 1781. Included were the records of the Board of War, which had conducted military administrative affairs during the Revolution. Most of these records were destroyed on November 8, 1800, by a fire that swept through the building occupied by the Secretary of War. An effort was made, however, to replace some of the more important documents by having the originals of communications that had been sent by the Department returned to it for copying. Further but less serious losses occurred in 1814 when Government buildings were burned by the British. At that time the records were in a fireproof room and were uninjured by the flames, but according to a report the room was entered by persons soon after the fire and some of the records were disarranged, destroyed, or carried away. There were, therefore, few records of the Revolutionary War period in the custody of the War Department until 1873. In that year Secretary of War William Belknap, who had embarked upon a policy of augmenting the War Department's collection of records particularly for important eras for which documentary evidence was deficient, purchased a collection of papers for the Department from the Joy estate, which was represented by Charles A. Joy, professor of history at Columbia University. This collection consisted of some of the papers of Timothy Pickering, who between 1777 and 1785 was a member of the Board of War, Adjutant General of the Army, and Quartermaster General; papers of Samuel Hodgdon, who during the same period was Commissary General of Military Stores and Quartermaster General for the State of Pennsylvania; and miscellaneous papers. These records served as a nucleus around which lesser accessions by the War Department were gathered. Among the later additions were a few records given to the War Department in 1909 by Henry Pickering, great-grandson of Timothy Pickering.

In March and April 1888 the War Department's collection of Revolutionary War records was transferred to the State Department, which at that time was contemplating the publication of the archives of the Government for the Revolutionary War period. At the instigation of Col. Fred C. Ainsworth, Chief of the Record and Pension Office of the War Department, Congress passed acts approved July 27, 1892, and August 18, 1894, directing the Treasury, Interior, and State Departments to transfer all the military records in their custody to the Record and Pension Office. Thus the Revolutionary War records transferred to the State Department in 1888 were returned to the War Department in November 1894 and military records from the State, Treasury, and Interior Departments were added to them.

The records transferred to the War Department consisted of documents relating to military service found in records of the Pension Bureau of



the Interior Department and of the Auditors of the Treasury Department as well as "Army returns" from the collection of papers of George Washington then in the custody of the State Department. They included original rosters and rolls, oaths of allegiance, orderly books, and various types of returns, such as regimental, brigade, inspection, quartermaster, clothing, and provision returns. Those from the Washington papers were records that had been used by Washington in camp and retained by him as his military papers and later had been purchased by the United States Government under authority of acts of Congress dated June 30, 1834, and March 3, 1849.

The Record and Pension Office had been established by War Department Orders of July 3 and 16, 1889, to take charge of and to service the muster rolls, other military records, and the hospital records of volunteer armies. Its primary function was to furnish statements of military service to the Commissioner of Pensions for record evidence in establishing claims to Army pensions, particularly claims growing out of the Civil War. To facilitate the location of military histories of soldiers and to consolidate information on each soldier, the method adopted was to copy on a separate slip or card each entry found on such records as company muster rolls, company and regimental returns, and descriptive books and then to arrange the cards by wars, thereunder by regiments, and finally by individual names. All the cards pertaining to a soldier were then filed in a jacket bearing his name and regiment. Ainsworth's purpose in obtaining the transfer of the military records in other executive agencies was to make the abstracts he was compiling as complete as possible. To do this for the Revolutionary War period he also borrowed records in the custody of some of the States and other depositories, which were copied and then returned.

Many of the Revolutionary War records received from the State, Interior, and Treasury Departments were in bound volumes, often with indexes. When the records were received in the Record and Pension Office, many of the volumes were torn apart, and the documents in them were rearranged and added to the small collection already in the possession of the Office to form two major document files for the Revolutionary War records. Before the individual documents were placed in these files, each one was stamped to show the date it was transferred to the Record and Pension Office and the name of the office from which it was received. Rolls, pay lists, returns, and other documents listing the names of individuals in the various organizational units were placed in one file. All other types of records, such as letters, memoranda, diaries, and receipts, were numbered consecutively and placed in a second large file, usually referred to as the "manuscript file."

Under the authority of an act of Congress approved March 2, 1913, photographic copies were made of certain Revolutionary War records in the custody of public and private institutions in the States of Virginia, North Carolina, and Massachusetts. This work was done in 1914 and 1915 under the direction of Capt. Hollis C. Clark. For more detailed informa-



tion concerning this program, see Captain Clark's report in the Annual Report of the American Historical Association, 1915, p. 193-199.

Thus the War Department collection comprised five major classes of records. First, there are the records relating to military service, which consist of the compiled military service records of individuals and the Army rolls and returns from which they were mainly compiled. Second, there is the "manuscript file," composed for the most part of papers stripped from bound volumes or removed from other series of records when the file of rolls and returns was formed. Third, there are some volumes that were rebound in a somewhat arbitrarily numbered series. The photographic copies of records constitute the fourth class. The fifth class is made up of other single volumes and series of loose papers that for some reason were not included in the above series or that were accretions obtained by the War Department after the rebinding of the main group of volumes and the establishment of the rolls and returns file and the "manuscript file."

The collection, although fragmentary, contains much valuable information about military service and organizations. It also contains information about activities of the Quartermaster General's, the Commissary General of Military Stores, and the Pay Departments.

The earliest legislation relating to the Quartermaster General's Department dates from June 16, 1775, when the Continental Congress resolved "that there be one quarter master general for the grand army, and a deputy, under him, for the separate army." On July 19, 1775, Congress resolved "that the appointment of a quarter master general . . . be left to General Washington." On this authority, General Washington appointed Maj. Thomas Mifflin of Pennsylvania. On December 22, 1775, Congress determined that the Quartermaster General should have the rank of colonel. When Colonel Mifflin was elected a brigadier general of the Army, he resigned his office of Quartermaster General and was replaced by Stephen Moylan on June 5, 1776; but when Colonel Moylan tendered his resignation a few months later, Congress resolved on October 1, 1776, that General Mifflin should be authorized and requested to resume the office of Quartermaster General and that his rank and pay as brigadier general should be continued. On October 8, 1777, General Mifflin requested permission to resign both his commission and his office of Quartermaster General because of ill health. Congress accepted his resignation but on November 8, 1777, resolved that, although his resignation was accepted, he should continue to act until another Quartermaster General could be appointed. He does not appear, however, to have entered again upon formal duty; and the Department, without any ostensible head, suffered from a defective and incomplete organization. Gen. Nathanael Greene was finally elected on March 2, 1778, to fill the position, but 2 years later, being greatly dissatisfied with the plan of reorganization for the Department adopted on July 15, 1780, he tendered his resignation early in August 1780.

The plan of organization adopted for the Quartermaster General's Department on July 15, 1780, provided for one Quartermaster General and one



Assistant Quartermaster General, to be appointed by Congress, and one Deputy Quartermaster for the main Army and one for each separate army, to be appointed by the Quartermaster General. The Quartermaster General was also to appoint, if he deemed it necessary, a deputy for each State, to be approved by the supreme executive of the State. These deputies, in turn, were to appoint as many assistants as required; and all storekeepers, contractors, clerks, conductors, artificers, and laborers found necessary to the service were to be appointed by the deputies in their respective districts.

Col. Timothy Pickering was elected to the position of Quartermaster General on August 5, 1780. Colonel Pickering had become the Adjutant General on June 18, 1777, and on November 7, 1777, he was elected a member of the Board of War. He, however, continued to perform the duties of Adjutant General until January 1778. The resolution appointing Colonel Pickering Quartermaster General provided for his continuance as a member of the Board of War but without the authority and pay connected with that position while he held the Quartermaster General's position. The resolution also provided that while he was Quartermaster General he should have "the rank of colonel, and the pay and rations of a brigadier general, over and above the pay allowed the [quarter] master general in the late arrangement of the quarter master's department." Colonel Pickering held the position of Quartermaster General until July 25, 1785, when, by a resolution of Congress, the Department was terminated. A later resolution of September 29, 1785, authorized and directed a commissioner previously appointed for settlement of the accounts of the Quartermaster General's Department to enter upon a general settlement of the various accounts of Colonel Pickering, as Quartermaster General, and of the deputies serving in the Department.

As the British Government had prohibited the exportation of arms and ammunition to the colonies and the need for these stores was of utmost importance, Congress appointed a committee on May 27, 1775, to consider ways and means of supplying the colonies with ammunition and military stores. For the most part the business of procuring arms and ammunition was conducted by a secret committee and the Board of War, although Ezekiel Cheever appears to have been a Commissary of Artillery Stores as early as August 1775, and Col. Benjamin Flower held this position, which on April 11, 1777, became the Commissary of Military Stores, from July 16, 1776, to April 28, 1781. Samuel Hodgdon, who became the Commissary of Military Stores in Pennsylvania on February 1, 1777, and later was the Deputy Commissary General of Military Stores, became the Commissary General on July 10, 1781, and held that position until June 20, 1784. Hodgdon also performed quartermaster functions for the State of Pennsylvania under Col. Timothy Pickering.

The earliest legislation creating a Pay Department is a resolution of the Continental Congress of June 16, 1775, creating a separate department and the positions of Paymaster General and a deputy under him. The



position of Paymaster General was held by James Warren from July 27, 1775, to April 19, 1776, and by Lt. Col. William Palfrey from April 27, 1776, to November 4, 1780. Lt. Col. John Pierce was appointed Paymaster General on January 17, 1781. The Revolutionary Army was disbanded November 3, 1783, but Paymaster General Pierce was continued in service to settle his accounts. A related position, that of Commissioner of Army Accounts, was held by Joseph Howell, Jr., beginning August 28, 1778. By a resolution of March 23, 1787, the two positions were merged, and, after the death of John Pierce in 1788, the duties of the office of Paymaster General were administered by Howell until the appointment of a Paymaster of the Army on May 8, 1792.

When this inventory was being prepared, consideration was given to the desirability of describing the records by organization, such as records of the Quartermaster General's Department, records of the Commissary General of Military Stores Department, and records of the Pay Department. This was impracticable, first, because the officials originating the records often held dual positions but seldom kept record books for the different positions. Second, it is often impossible to determine accurately what organization or department produced the records. It was decided to place the entries under subject-matter headings as far as possible and to state in the entry titles the names of the organizations or persons producing the records when such names could be ascertained. Those entries, much fewer in number, that could not be so allocated were placed under headings broadly descriptive of their scope. Under each heading entries were arranged first in order of importance and then, when importance could not be judged, in date order. Entries throughout the inventory that are marked by asterisks and numbered 5-a, 5-b, and so on, describe specific records in the series of record books that is described generally in entry 5.

The records described in this inventory amount to 809 cubic feet and comprise Record Group 93, War Department Collection of Revolutionary War Records. A few of the records relate to pre-Revolutionary times, and in several instances the dates of the records extend considerably later than the Revolutionary War. Most of the later records relate to the settlement of accounts of the Revolutionary War, continue series that were begun during the Revolutionary War period, or relate to the granting of pensions or lands to Revolutionary War soldiers. Records that were transferred to the Record and Pension Office from the State, Treasury, and Interior Departments but that relate to military service subsequent to the Revolutionary War period were abstracted and filed in the same manner as the Revolutionary War records. Most of these and other post-Revolutionary War records, consisting of a few orderly books, returns, and some correspondence, are in Record Group 94, Records of The Adjutant General's Office, but a few are in Record Group 107, Records of the Office of the Secretary of War.



Other records in the National Archives relating to the Revolutionary War are in Record Group 11, General Records of the United States Government; Record Group 15, Records of the Veterans Administration; Record Group 39, Records of the Bureau of Accounts (Treasury); Record Group 45, Naval Records Collection of the Office of Naval Records and Library; Record Group 53, Records of the Bureau of the Public Debt; Record Group 59, General Records of the Department of State; and Record Group 217, Records of the United States General Accounting Office.

WAR DEPARTMENT COLLECTION OF REVOLUTIONARY WAR RECORDS

Records of General or Varied Content Documenting  
Revolutionary War Activities

INDEX TO SERIES 5 ("CATALOGUE AND SUBJECT INDEX OF RECORD BOOKS OF  
REVOLUTIONARY WAR"). 2 vols. 2 in.

Consists of the original and a photostatic copy. The index is divided into two parts. The first part, entitled "Catalogue of Books, Revolutionary War Records," gives volume numbers in numerical order and the title or a brief statement of the contents of each volume. The second part, entitled "Subject Index of Record Books, Revolutionary War," gives subjects in alphabetical order and the volume and page references for each subject. The original volume probably was prepared by the Office of The Adjutant General between 1909 and 1913. 1

INDEXES TO PART OF SERIES 5. 8 in.

Unbound indexes to 44 volumes of orderly books and 16 other volumes. Most of these are name indexes, but some of them also contain subject entries. These indexes, one for each volume, accompanied the volumes transferred from the State Department to the War Department on November 24, 1894, and may have been prepared by the State Department while the records were in its custody. Two volume numbers usually appear on each index, one of them corresponding to the number assigned to the volume when it was recalled from the State Department in 1894, and the other the number assigned to the volume when the series was rebound (the "current" volume number). Arranged numerically by "current" volume number, and thereunder alphabetically. 2

SUBJECT INDEX TO SERIES 5, 6, and 9. 2 ft.

A card index to subjects, including the names of places, vessels, and organizations but generally excluding names of persons, giving the document or volume and page references for each subject. Occasionally there are references to other published and unpublished source material. In some instances carbon copies of replies to requests for information or newspaper clippings on a certain subject have been filed in the index. Arranged alphabetically by subject. This index was prepared by the Office of The Adjutant General, some items having been entered in the index as late as the 1930's. 3

NAME INDEX TO SERIES 5, 6, and 9 ("SPECIAL INDEX"). 80 ft.

A card index to names of persons, showing for each the organization to which he belonged, his rank or position, a cross-reference, when necessary, to any other spelling of his name, and the document or volume and page references for information concerning him. Arranged alphabetically. This index was prepared by the Record and Pension Office to provide references to records that were not abstracted in compiling the military service records. 4



MISCELLANEOUS RECORD BOOKS. 1775-98. 199 vols. (Nos. 1-197, 136-1/2, and 147-1/2). 13 ft. 5

Most of these volumes were transferred from the Treasury, Interior, and State Departments to the War Department between 1894 and 1913 in accordance with acts of Congress directing the transfer of military records to the Record and Pension Office. Volumes 179-192 were received from Henry G. Pickering of Boston through the Quartermaster General, April 13, 1909. Some volumes are orderly books and others contain rosters of soldiers for different organizational units; oaths of allegiance; commissions of officers; copies of letters sent, receipts, accounts, and other records relating to the Departments of the Quartermaster General and the Commissary General of Military Stores; and records relating to pay and the settlement of accounts. Arranged numerically. For indexes, see series 1, 2, 3, and 4. These volumes are described in detail in the entries in the inventory that are marked with an asterisk and are numbered 5-a, 5-b, and so on.

MISCELLANEOUS NUMBERED RECORDS ("MANUSCRIPT FILE"). 1775-84. 38 ft. 6

This series of records consists of originals and some copies of letters, diaries, receipts, reports, memoranda, supply and provision returns, and other records most of which were stripped from bound volumes or removed from other series of records when the file of military service records in series 15 was formed. Most of them are mounted on heavy uniform-size paper, but there are some bound volumes and a few documents that are not mounted. The documents are numbered (1-49999) but in no apparent pattern except for some attempt to follow the arrangement of the records relating to military service. Documents numbered 33501-49983 constitute a separate series described below in entry 9. Cross-references in these files indicate that records pertaining to naval matters were transferred to the Navy Department. A few of the documents are dated later than 1784 but refer to the Revolutionary period. For indexes, see series 3 and 4.

NAME INDEX TO VIRGINIA RECORDS IN SERIES 9. 30 ft. 7

A card index giving names of persons and such information as the type and nature of the record in which each name appears in series 9 and sometimes the date and the number of the documents. Arranged alphabetically. These index cards are not duplicated in series 4. This index was prepared by the Office of The Adjutant General sometime after 1913.

SUBJECT INDEX TO VIRGINIA RECORDS IN SERIES 9. 8 in. 8

A card index to the names of places, vessels, and organizations, but excluding names of persons, and to subject headings to documents numbered from the 38000's to 42049 in series 9. In some instances the date and a brief description of the document are given. Arranged alphabetically. This index was prepared by the Office of The Adjutant General sometime after 1913.



PHOTOGRAPHIC COPIES OF STATE RECORDS. ca. 1775-83. 56 ft.

9

Photographic copies, consisting of prints and glass-plate negatives, of documents in the custody of public and private institutions and individuals in Virginia, North Carolina, and Massachusetts made in accordance with an act of Congress approved March 2, 1913. The documents photographed consist chiefly of letters and reports sent and received by the State boards of war, the Governors, and Army officers; minutes of boards, including boards of war; prize vessel accounts; accounts of the Westham Foundry, Virginia; rolls and returns; court records; and receipts for money and stores. There are also a few prints of indexes to Connecticut records. The prints are arranged by State and thereunder by volume copied but in no apparent order.

The numbers 35501-49983 of the "manuscript file" (series 6) were originally reserved for these photographic copies. Some of these numbers were never assigned, but all the Virginia copies, except for some obtained from George P. Coleman of Richmond, Va., from his collection of the Revolutionary War papers of St. George Tucker, were assigned numbers 35501-42049. (A gap in the numbers from 36061 to 36662 is probably due to an error made when the numbers were stamped on the copies.) In addition, a few of the Massachusetts copies were assigned numbers 42050-42132. These numbered copies are in their numerical order.

The Virginia copies are in three sets: one set of full-size prints, all of which are numbered in the "manuscript file" just described except those obtained from Mr. Coleman; a set (36 ft.) of 5,276 glass-plate negatives, approximately 4" x 5"; and a set of prints of the same size made from the glass plates. The Virginia records have their own series of numbers, 1-6122, and the last two sets and the full-size prints obtained from Mr. Coleman (Nos. 4208-4375) are arranged numerically in that series of numbers. The other full-size prints numbered in the "manuscript file" have their Virginia numbers written on the reverse side. Only about 2 inches of the Massachusetts copies are numbered, and some of them exist as both positive and negative prints.

Indexes to the records numbered as part of the "manuscript file" are in series 3, 4, 7, and 8.

\*LETTERS SENT AND ORDERLY BOOK, BRIG. GEN. EDWARD HAND. Oct. 1776;

Apr.-Aug. 1778. 1 vol. (No. 156). 1/2 in.

5-a

Copies of letters sent and a few letters received, April-August 1778, pertaining to relations with the Indians, the protection of settlements along the frontier, the supply of provisions and stores, deserters and prisoners, and other matters. Most of the letters were sent by General Hand, but a few were sent by George Morgan (who was an agent for Indian affairs and Deputy Commissioner-General of Purchases for the Western District). All but the last few letters were sent from Fort Pitt. The letters are followed by copies of orders dated October 9-18, 1776, only a few of which were issued by Colonel Hand. Both the letters and the orders are arranged chronologically. A name index at the beginning of the volume appears to have been prepared and inserted by the Record and Pension Office after the volume was transferred to that office in 1894.



SOUTH CAROLINA LEGISLATIVE ENACTMENTS. 1778-1836. 1 vol.

1/4 in.

10

Certified copies (1851 and 1853) of acts of the Assembly of South Carolina for raising the State's quota of troops for the Continental Line, borrowing money to finance the troops, granting land and paying bounties to encourage enlistments, and paying pensions to disabled Revolutionary War soldiers. Arranged chronologically.

\*RECORDS OF CAPT. THOMAS MIGHILL. Mar. 1775-May 1777. 1 vol.

(No. 174). 1/4 in.

5-b

This volume contains a variety of records and accounts kept by Capt. Thomas Mighill for his company, which served in Col. Samuel Gerrish's Massachusetts Regiment in 1775 and in the 26th Continental Infantry under Col. Loammi Baldwin in 1776. Included in the volume are records of payments for supplies, payrolls, clothing accounts, receipts for payments made, lists of names of the officers and men in the company, and reports of courts-martial. Unarranged.

MISCELLANEOUS UNNUMBERED RECORDS. ca. 1709-1913. 9 in.

11

These documents consist of such items as a paperbound volume containing statements of goods sent to Thomas Laurence or Daniel Rundle to sell at vendue, 1757-58; a paperbound volume containing a journal of accounts kept probably by an Albany merchant, 1758-60; fragments of Revolutionary War rolls for several States; records relating to Revolutionary War pensioners paid by the States of Virginia and New Hampshire, invalid pensioners, and unclaimed pensions, and three or four letters relating to the payment of pensions; several unidentified indexes, some of which appear to be to muster rolls and payrolls, but a few, such as the index to "Letters Received by Alexander Church, January-May 1781," are to correspondence; a name index relating to New York troops; records containing information about the plan of the Record and Pension Office for classifying and carding Revolutionary War records; lists of records in the State Department examined for losses of the American Army in the Revolution; memoranda relating to a 1913 proposal to publish military records of the Revolution; a copy of Senate Document 22, 53d Congress, 2d session, which contains the Secretary of State's report on the Revolutionary War records in his custody, January 3, 1895; and some loose letters and papers. While some of the items enumerated above are dated as late as 1913 and a few are dated before the Revolutionary War, most of them contain information concerning the Revolutionary War or records relating to it.

\*MISCELLANEOUS RECORDS RELATING TO SOLDIERS AND ACTIVITIES IN

NEW YORK STATE. 1781-82. 1 vol. (No. 161). 1/4 in.

5-c

This volume contains the following: (1) A copy of an affidavit by Nicholas Herkeimer of his movements in upper New York State, November 3, 1781; (2) a copy of a petition to the legislature of New York; (3) a copy of an act of the New York legislature for raising militia and providing bounty land; (4) a list of persons with whom the State agent was



to make settlement for wheat furnished and memoranda concerning other items furnished or impressed, 1781; (5) a copy of a form of pass issued to soldiers in Col. Marinus Willett's Regiment of New York Infantry, November 10, 1782; (6) a list, arranged numerically, of men mustered for 3 years' service, giving for each man the date of enlistment, a number, the man's name, the name of the mustering officer, and the time of service, 1781-82; and (7) a list of men belonging to the "2 and 3 years' service," arranged alphabetically by initial letter of surname. Arranged somewhat in the order listed except that some of the items appear in the volume twice, once in the front of the volume and again in the back.

UNIDENTIFIED INDEXES. 3 in.

12

Fourteen indexes that are primarily name indexes but contain some subject entries. Some if not all of them were transferred to the War Department from the State Department on November 24, 1894, and may have been prepared by the latter. The volumes to which the indexes refer have not been identified. Unarranged. These indexes are similar to those in series 2.

Records Relating to Military Organization and Service

INDEX TO SERIES 15. 1 vol. 1 in.

13

This gives the name of the organization and the commanding officer, the type of record, and the number assigned to the jacket in which the documents in series 15 are filed. Arranged under three heads: States (alphabetically and thereunder by organization), Continental troops (thereunder by organization), and miscellaneous. This information was compiled in 1906.

INDEX TO SERIES 15. 1 ft.

14

A 3" x 5" card index giving such information as the State to which a regiment or company belonged, the regiment or company, the dates, the name of the commanding officer, and the number of the jacket in which the records are filed. The index cards are in three parts corresponding to the arrangement of the records. Those indexing records of the State organizations are arranged alphabetically by State and thereunder by organizational unit; those indexing records of Continental organizations and the miscellaneous records are unarranged. The indexes, in series 16, to the compiled military service records may be used to find the name of the State and the organization in which a person served. This index probably was prepared around 1930 by the Office of The Adjutant General.

RECORDS RELATING TO MILITARY SERVICE. 1775-83. 55 ft.

15

These records consist of muster rolls, payrolls, returns of company and regimental personnel, lists of officers, guard reports, and other records showing the military service of officers and men that were segregated from the records of the War, Treasury, Interior, and State Departments by the Record and Pension Office. Arranged into three parts



as follows: (1) Records of State organizations, arranged alphabetically by State and thereunder by regiment, company, and militia; (2) records of Continental troops, arranged by military unit; and (3) miscellaneous returns and records, arranged numerically. The records in each part are in numbered jackets on which the name of the organizational unit or subject content is written. Most of the records are in the first group. For indexes to these records, see series 13 and 14.

#### INDEXES TO SERIES 17. 390 ft.

Eight card indexes showing names of persons, the organizations to which they belonged, their rank, and cross-references to any other spellings of their names. They are as follows: (1) General alphabetical name index to all individuals; (2) alphabetical name index for the Continental troops; (3) name index for the State troops, arranged alphabetically by name of State and thereunder alphabetically by name of soldier; (4) alphabetical name index for the Commissary General of Military Stores Department; (5) alphabetical name index for the Quartermaster General's Department; (6) alphabetical name index to Maj. John Brown's detachment of militia, New Hampshire, Vermont, and Massachusetts; (7) alphabetical name index for naval personnel; and (8) alphabetical name index for other "miscellaneous" personnel.

#### COMPILED MILITARY SERVICE RECORDS. 1894-ca. 1912. 2,240 ft.

Jackets showing for each person his name, organization, and rank and containing cards on which information relating to him obtained from muster rolls, payrolls, and other records has been copied. The information was compiled by the Record and Pension Office from the records in series 15, the first 11 and other volumes in series 5 containing information relating to military personnel, records borrowed from various States, and other available records. They are arranged in the following classes: Continental troops; State troops; Commissary General of Military Stores Department; Quartermaster General's Department; Maj. John Brown's detachment of militia from New Hampshire, Vermont, and Massachusetts; naval personnel; and miscellaneous. The records of the Continental troops are arranged numerically by regiment and alphabetically by name of regiment and then of other organizations, and thereunder alphabetically by name of soldier. The records of State troops are arranged alphabetically by State, thereunder numerically by regiment and alphabetically by name of organization, and thereunder alphabetically by name of soldier. The other classes of records are comparatively small in volume and each is arranged alphabetically by name of person. Preceding the jackets for the individual soldiers in each organizational unit are jackets containing one or more cards, each carrying one of the following kinds of information: (1) Exact caption of each muster roll or payroll that was copied and usually the certificate of the commanding officer, paymaster, or other officer verifying the accuracy of the roll; (2) pay abstract (frequently printed) relating to the pay of the organizational unit and usually the certificate of the paymaster, auditor, or other official verifying the accuracy of the abstract; and (3) caption or similar information taken from another document, such as a receipt roll or a return,



that gives overall information relating to the organizational unit. For indexes see series 16.

\*LETTERS SENT BY BRIG. GEN. EDWARD HAND, ADJUTANT GENERAL OF THE CONTINENTAL ARMY. Mar.-July 1781; Jan.-Oct. 1782; Apr. 1783; July 1783. 1 vol. (No. 162). 1/2 in.

5-d

Copies of letters sent relating to the movement of prisoners, courts-martial, the assignment and details of men, and returns. Arranged chronologically. Brigadier General Hand was the Adjutant General from January 8, 1781, to November 3, 1783.

\*LETTERS SENT BY GARRETT H. VAN WAGENEN, DEPUTY COMMISSARY OF PRISONERS. May-Aug. 1779; July 1780-June 1781. 1 vol. (No. 154). 1/4 in.

5-e

Copies of letters sent to the Commissary General of Prisoners and Army officers relating to returns of prisoners and the movement and release of prisoners, including the exchange of prisoners with the enemy. Arranged chronologically.

INDEX TO SUBSERIES 5-f. 8 in.

18

An index on 3" x 5" cards giving the volume and page numbers in which the orders are copied and such information as the names of the officers or organizations issuing the orders, the dates of the orders, and the places. The index consists of several sets of cards. The first set is arranged alphabetically by name of officer and is followed by sets arranged by battalion, brigade, division, garrison, regimental, wing, and miscellaneous orders. This index was prepared probably about 1930 by the Office of The Adjutant General.

\*ORDERLY BOOKS. 1775-83. 70 vols. (Nos. 12-76; 193-197). 3 ft.

5-f

These orderly books contain battalion, brigade, division, garrison, regimental, wing, and miscellaneous orders. In some instances the organizational unit that kept the orders can be distinguished, but in others the organization has not been identified. Since each organizational unit copied all orders emanating from higher headquarters applicable to its unit as well as those from its own organization, there is a good deal of duplication among the volumes. Included in the volumes are orders issued by Washington, Gates, Greene, Hand, Heath, Howe, Jackson, McDougall, Patterson, Putnam, Sullivan, and other officers. The orderly books give such information as the dates of the orders and the locations from which they were issued; announcements of the officers of the day, special details, appointments, promotions, and reprimands; announcements of courts-martial and their findings; and instructions relating to troop movements. Generally arranged chronologically within each volume. See series 1, 2, and 18 for indexes to some or all of the volumes.

INDEX TO SUBSERIES 5-g and 5-h. 1 ft.

19

A name index, on cards, to commissions, oaths, and resignations. The cards give for each officer or enlisted man his name, his rank and or-



ganization, and the volume and page numbers or the document number. Arranged alphabetically. This index was prepared probably about 1930 by the Office of The Adjutant General.

\*COMMISSIONS. 1775-78. 1 vol. (No. 169). 5 in.

5-g

This volume contains original commissions for officers in the Continental Army and a few for the militia. A few resignations of commissions are included. For a name index see series 19.

\*OATHS OF ALLEGIANCE AND FIDELITY. 1778. 4 vols. (Nos. 165-168).

1 ft.

5-h

Original and photostats of oaths of officers (civil and military). Arranged numerically by two series of numbers, one series for each of two volumes, but in no particular order although they are grouped somewhat by States and regiments. There is a typed name index for volume 165. For a card index to names of persons, see series 19. In addition, there is available a copy of Nellie Protsman Waldenmaier, Some of the Earliest Oaths of Allegiance to the United States of America (Privately printed, 1944), which gives for each volume the number of the oath, the officer's name and office, the place where the oath was taken (if known), and the person witnessing the oath. This volume serves as an index to the volumes of oaths.

\*ROSTERS OF STATE AND CONTINENTAL TROOPS. 1775-83. 12 vols. (Nos. 1-11 and 1 unnumbered vol.). 1 ft.

5-i

The following rosters, listed alphabetically by State followed by two miscellaneous ones, give for each soldier his name, the company in which he served; and other information, such as rank, date of appointment, enlistment, or promotion, period of enlistment, and date of discharge, desertion, or death. Within each volume the soldiers are listed alphabetically by initial letter of surname and under each initial letter grouped by regiment.

Connecticut. 1776-83. 1 vol. (No. 1). 1 in.

Delaware. 1776-83. 1 vol. (No. 2). 1 in.

Massachusetts. 1776-80. 1 vol. (No. 3). 2 in.

(Includes Col. John Crane's Regiment of Artillery (3d Continental Artillery), Col. David Henley's Regiment, Col. Henry Jackson's Regiment, and Col. William R. Lee's Regiment. The last 3 regiments were 3 of the 16 "additional" Continental regiments raised at large as authorized by Congress on December 27, 1776. These regiments were not numbered but were known by the names of their respective colonels. Henley's and Lee's Regiments were consolidated with Jackson's on April 22, 1779, and on July 23, 1780, Jackson's Regiment was transferred to the Massachusetts Regiment.)



New Jersey. 1775-80. 1 vol. (No. 4). 1 in.

(Includes Col. Oliver Spencer's Regiment and Col. David Forman's Regiment, which were 2 of the 16 Continental regiments raised at large. Forman's Regiment never was completed, and on July 1, 1778, it was disbanded and its officers and men were transferred mainly to the New Jersey Line.)

New York. 1776-83. 2 vols. (No. 5 and an unnumbered vol.). 2 in.

(Two copies of a certified copy made in 1828. Includes Col. James Livingston's 1st Canadian Regiment and Col. William Malcolm's Regiment. Colonel Malcolm's Regiment, one of the 16 Continental regiments raised at large, was consolidated with Spencer's Regiment on April 22, 1779 (see New Jersey, above). In one of the volumes also is a copy of a certified copy made in 1834 of a list of militia officers appointed in Dutchess County.)

North Carolina. 1776-83. 1 vol. (No. 6). 1/2 in.

(Surnames of soldiers beginning with letters "R" to "Z" only are listed. Includes Capt. John Kingsbury's Independent Company of North Carolina Artillery and Capt. Thomas Clark's Company of North Carolina Artillery.)

Pennsylvania. 1776-81. 1 vol. (No. 7). 1 in.

Rhode Island. 1776-83. 1 vol. (No. 8). 2 in.

(Includes Col. Nicholas Haussegger's German Regiment and Col. Henry Sherburne's Regiment. Sherburne's Regiment was one of the 16 Continental regiments raised at large. Haussegger's Regiment was organized under a resolution of Congress of May 25, 1776. It was raised in Pennsylvania and Maryland, but, not belonging to any State, it was regarded as one of the 16 "additional" regiments. Entries for "A" in the volume are missing.)

South Carolina. 1775-83. 1 vol. (No. 9). 1 in.

(Only soldiers whose surnames begin with "A" through the first part of "R" are listed.)

Col. Moses Hazen's 2d Canadian Regiment and Artillery Artificer Regiments. 1776-83. 1 vol. (No. 10). 1 in.

(Colonel Hazen's Regiment was also called "Congress' Own.")

Sheldon's and Moylan's Dragoons and Lee's Legion. 1776-81.

1 vol. (No. 11). 1 in.

(This is a roster of Col. Elisha Sheldon's 2d Regiment of Light Dragoons, Col. Stephen Moylan's 4th Regiment of Light Dragoons, and Maj. Henry Lee's Legion or Battalion of Light Dragoons. Sheldon's and Moylan's Regiments were organized December 12, 1776, and January 5, 1777, respectively. Lee's Battalion originally was a company attached to the 1st Continental Dragoons, but by an act of Congress dated April 7, 1778, it was established as a separate corps.)



RETURNS OF THE 6TH MASSACHUSETTS BATTALION. July 1779-July 1780.

1 vol. 1 in.

20

This volume contains weekly and monthly returns of the officers and men present, absent, and needed for the companies of the 6th Massachusetts Battalion (later called regiment) under the command of Col. Thomas Nixon; inspection returns showing the number and ranks of officers and men and the amount and condition of arms, accoutrements, clothing, and equipage; field returns showing the number of officers and men present and absent, the number of prisoners, and the places to which the officers and men were detailed on duty; and other miscellaneous records, such as a list dated November 11, 1779, of the men of the 6th Regiment who enlisted for the war after October 1, 1779, giving their names and descriptions. The volume was kept by Lt. Samuel Frost. Arranged in rough chronological order.

COPIES OF ROLLS OF OFFICERS OF THE CONTINENTAL ARMY. 1775-79.

1 in.

21

These copies, probably made sometime after 1905, give the name of each officer and his rank, usually the date of appointment or promotion to that rank, and often the date of dismissal, resignation, or death. Arranged by regiment and thereunder in order of rank. There is a brief statement concerning the date, size, and organization of each regiment immediately preceding its roll.

PRINTER'S PROOF OF "ORDERLY BOOKS OF THE CONTINENTAL FORCES AND OFFICIAL RECORDS OF THE QUARTERMASTER'S DEPARTMENT OF THE REVOLUTIONARY ARMY, 1775-1783." 1884-88. 2 in.

22

Two sets of page proofs, with printer's notes, of volume 1 and notes respecting the collection of material and publication of a planned series of volumes of orderly books. The project was undertaken by Dr. William T. Barnard, confidential secretary to the Secretary of War, William W. Belknap. Printing was begun in 1877 but was discontinued the following year. In the front of one of the sets there is a manuscript list of the orderly books printed up to the time when the work was suspended. None of them, however, appear to have been actually published.

\*UNIDENTIFIED LIST OF NAMES. 1778-81. 1 vol. (No. 153). 1/4 in. 5-j

A list of names arranged alphabetically by initial letter of surname. The names are of military and civilian personnel, probably from Connecticut, and are followed by dates. The list appears to have been compiled from a book of ledger accounts and is entitled "Account Book." Page 1 of the volume contains a list of boats in the Connecticut River between Hartford and Saybrook, September 5, 1778. The volume is not further identified.

RETURNS OF A BRITISH BRIGADE OF FOOT GUARDS. Mar. 1776-Dec. 1779.

2 vols. 3 in.

23

Various returns and reports for the three regiments of Foot Guards under the command of a Colonel (later Brigadier General) Mathew, such as morning reports and weekly and monthly returns showing the number of officers and men, the number fit for duty, and the number sick; returns of the number of effective private men; reports of necessities for the detachment; and returns of arms and accoutrements. Arranged chronologically.



ORDERLY BOOK KEPT BY A BRITISH SOLDIER. Oct.-Dec. 1777. 1 vol.

1/2 in.

24

This volume contains information about or copies of orders and instructions issued concerning the day-to-day activities of the British Army at Philadelphia as recorded by a Sergeant Major Richard. Included in an entry of November 3, 1777, is part of a copy of a letter from Gen. George [sic] Burgoyne to Sir William Howe dated October 20, 1777, describing his defeat at Saratoga. The volume began in September 1777, but the pages in the first and last part of the volume as well as a few pages for the early part of November are missing. Arranged chronologically.

\*BRITISH ORDERLY BOOK. Jan.-July 1779. 1 vol. (No. 163). 1/2 in. 5-k

This volume contains orders for several regiments of the British Army, including the 17th, 57th, and two provincial (loyal American) regiments. Arranged chronologically.

REGISTER OF ARMY RETURNS. 1 vol. 2 in.

25

Some of the returns, 1775-83, are for military stores, but most are rolls and personnel returns or lists of various companies. Included are some entries relating to oaths of allegiance and other records pertaining to personnel. The register shows the date for each entry, the name of the person who prepared the return or other record, the type of document, and the volume and page numbers used while the documents were in the custody of the State Department before they were transferred to the Record and Pension Office on November 24, 1894. Arranged alphabetically, sometimes by initial letter of the surname of the person preparing the return or other record and sometimes by the name of the State, company or regiment, or office in which it originated, and thereunder in no apparent order. While in the State Department, the returns to which this register refers were in volumes 1-38 of a series entitled "Army Returns" and in volumes 99-108 of Washington correspondence.

REGISTER OF MUSTER ROLLS. 2 vols. 3 in.

26

These registers are primarily of muster rolls but also of some payrolls, 1775-82, that were in the Pension Office. They contain such information as the dates and places of the mustering of troops and the names of the companies and their commanding officers. They were apparently prepared by the Pension Office while the rolls were in the custody of that Office. The documents referred to in volume 1 evidently were wrapped in bundles (by regiments and companies) and then numbered. Arranged numerically. There is a name index to volume 1.

REGISTER OF MUSTER ROLLS AND PAYROLLS. 1 vol. 1 in.

27

The muster rolls and payrolls, 1777-83, to which this register refers (regiments from Rhode Island, Connecticut, New Hampshire, Massachusetts, Maryland, and Virginia and the German Regiment) apparently were at one time rolled and wrapped in bundles. The office having these rolls in its custody compiled the register, showing the roll and bundle number, the identification of the company or unit to which the rolls pertained, the



period for which officers and men were mustered or paid, the place where they were mustered, and the number of officers and men mustered, by rank. Arranged by State in the order listed above and thereunder by regiment, except that the entries for the German Regiment are between those for Rhode Island and Connecticut. There is an index to the names of the commanding officers of the regiments.

LISTS OF ORGANIZATIONS. 1 vol. 1/4 in. 28

Two lists of the military organizations in the Revolutionary War, one arranged alphabetically and the other in the order in which the compiled military service records (series 17) are filed. These lists were compiled in the Old Records Division, Office of The Adjutant General, in 1930.

RECORD OF REVOLUTIONARY WAR STATIONS. 1 vol. 1 in. 29

This volume, entitled "Stations in the Revolutionary War," was compiled by the Old Records Division, Office of The Adjutant General, in 1933. The information in it was obtained from the compiled military service records of the commanding officers. It shows the organizations located at the various stations and the dates. Arranged alphabetically by name of station.

LISTS OF REVOLUTIONARY WAR OFFICERS. 1 in. 30

Alphabetical lists of regimental and company officers for each of the States and one for the Continental Line, giving for each officer his name, his rank, and the organization to which he belonged; a list of officers named in the Journals of Congress; and an unarranged list of aides to General Washington, giving for each his name and State. Most of the lists were prepared from the compiled military service records, probably by the Record and Pension Office.

"INDEX NEW YORK SOLDIERS." 1 vol. 1/2 in. 31

Lists of names of soldiers and the organizations in which they served. Arranged alphabetically by initial letter of soldier's surname.

#### Records Relating to Supplies and Stores

\*LETTERS SENT BY COL. TIMOTHY PICKERING, QUARTERMASTER GENERAL.

Nov. 1780-July 1787. 13 vols. (Nos. 82-88; 90; and 123-127).  
1 ft. 5-1

Copies of letters sent by Timothy Pickering as Quartermaster General of the Continental Army and, in the earlier volumes, copies of a few letters sent by deputy quartermasters. Arranged chronologically but with a good deal of overlapping of dates between volumes and not numbered consecutively. The dates and respective volume numbers are: August-November 1780, volume 126; November 1780-January 1781, volume 123; November 1780-April 1781, volume 124; January-May 1781, volume 125; May-December 1781, volume 127; June-December 1781, volume 82; January-May 1782, volume 83; January-November 1782, volume 84; May-December 1782, volume 85; November-December 1782, volume 90; December 1782-June 1783, volume 86; January 1783-April 1784, volume 87; and April 1784-July 1787, volume 88. With the



exception of letters in volume 90, none of the letters appear to be duplicated in the volumes. Some of the drafts of letters in volume 90 are in volumes 85 and 86. A few pages are missing in some of the volumes. All the volumes except No. 90 contain name indexes. There is a separate name index for volume 90 (series 2). From labels inside the covers, it is evident that these volumes, including volume 89 (subseries 5-m) but excluding volume 90, were at one time a series numbered consecutively from 1 to 14. One of these volumes (No. 10) appears to be missing.

**\*REGISTER OF LETTERS RECEIVED BY COL. TIMOTHY PICKERING, QUARTERMASTER GENERAL.** May-Aug. 1781. 1 vol. (No. 89). 1/2 in. 5-m

This register gives the number of each letter received, the name of the correspondent, the date of the letter, the date the letter was received, the date the letter was answered, the purport of the correspondence, and sometimes remarks. Arranged alphabetically by initial letter of correspondent's name and thereunder chronologically by date of receipt. The numbers assigned to the incoming correspondence have no significance inasmuch as the letters received by Colonel Pickering now in this record group were rearranged and assigned numbers in the "manuscript file" (series 6). Copies of some of the letters sent in reply to the incoming correspondence registered in this volume are contained in volumes 82 and 127 of the "letters sent" books (subseries 5-1).

**\*LETTERS SENT BY SAMUEL HODGDON, COMMISSARY GENERAL OF MILITARY STORES AND ASSISTANT QUARTERMASTER.** July 1778-May 1784. 4 vols. (Nos. 92-93 and 110-111). 4 in. 5-n

Copies of letters sent by Samuel Hodgdon as Deputy or Field Commissary General of Military Stores, Commissary General of Military Stores, and Assistant Quartermaster for the State of Pennsylvania, including a few letters sent by Col. Benjamin Flower, who was the Commissary General of Military Stores from July 1776 to April 1781, and a small group of letters sent by Richard Frothingham, a Deputy Commissary of Military Stores. In the earliest volume (No. 111) are bound letters that originally were in two smaller volumes. It contains letters sent by Hodgdon as Deputy or Field Commissary, July 1779-April 1780; letters sent by Frothingham, July 1778-February 1779; and letters sent by Hodgdon as Deputy or Field Commissary, August-December 1778 and April-July 1779. Within these sets, the letters are arranged chronologically. The other three volumes, in each of which the letters are arranged chronologically, are as follows: Volume 110, letters sent by Hodgdon as Deputy or Acting Commissary General and a few by Flower, March-December 1780; volume 92, letters sent by Hodgdon as Deputy or Acting Commissary General and (after July 11, 1781) as Commissary General, January 1781-May 1784; and volume 93, letters sent by Hodgdon as Assistant Quartermaster for the State of Pennsylvania, December 1782-December 1783. Hodgdon held the position of Assistant Quartermaster in addition to that of Commissary General; a few letters written in this capacity in 1784 are included in volume 92. Name indexes are in volumes 92, 93, and 110. There are separate name and subject indexes for volumes 92, 93, and 111 (series 2).



REGISTERS OF LETTERS RECEIVED. 1776-1814. 2 vols. 4 in. 32

These give the file number (Nos. 100-6311), name of correspondent (or in some instances the subject), and the date and purport of the correspondence. The letters referred to in these registers are described in entry 33. Arranged alphabetically by name of correspondent or subject and thereunder generally numerically by file number.

WRAPPERS TO LETTERS RECEIVED. 1776-1814. 8 ft. 33

Included with the Revolutionary War records transferred to the State Department in 1888 were 73 boxes of incoming correspondence numbered 100-6311 and filed in numerical order. They appear to have been letters received by the Commissary General of Military Stores and later by the Superintendent of Military Stores, but some of them, particularly the earlier ones, were received by the Quartermaster General. The correspondence was registered in the two volumes in series 32. Each of the letters was encased in a paper wrapper on which was written the file number, the date, the name of the correspondent, and the purport of the letter. In 1894 these letters were transferred to the Record and Pension Office, War Department, where they were removed from the wrappers and filed with other correspondence in that Office. The letters dated prior to 1784 were assigned new file numbers and filed in one or the other of its files on Revolutionary War records (series 6 and 15) and the later ones were similarly filed with records that the Record and Pension Office had for that period. The wrappers for each document were saved and filed numerically, and they constitute this series. Some of the letters once encased in them may be found by looking up the name of the correspondent in the index in series 4 to obtain the file number assigned in the Record and Pension Office.

\*ESTIMATES OF SUPPLIES AND FUNDS. 1780-93. 1 vol. (No. 148).  
1/2 in. 5-o

This volume contains estimates of the quantities of supplies and stores needed for the Army and the amount of funds needed by the Commissary General of Military Stores and the Quartermaster General's Departments to procure the supplies and stores and to make payment of salaries, rentals, and transportation and other services. Most of the statements do not show to whom they were submitted, but some are addressed to the Secretary at War, the Board of War, or the Superintendent of Finance. Only a few of the estimates are signed; the greater part of those signed bear the signature of Samuel Hodgdon or one of his assistants. Arranged chronologically. There is a separate name index in series 2.

\*ESTIMATES AND REQUIREMENTS FOR MONEY, MEN, AND MATERIALS, QUARTERMASTER GENERAL'S DEPARTMENT. 1781-83. 1 vol. (No. 103). 1 in. 5-p

This volume contains estimates and statements such as estimates of the carriages, horses, and oxen needed; an estimate of the quartermaster stores required for an army of 25,000 men; an estimate of camp equipage to be furnished by different States; returns of officers employed in the Quartermaster General's Department; recommendations respecting pay and subsistence for officers of the Quartermaster General's Department; and an estimate of



money needed by that Department. The estimated requirements are for the campaigns of 1781, 1782, and 1783. In some instances the dates the estimates were submitted to the Secretary at War, the Superintendent of Finance, and other officials are recorded, and sometimes references are made to the page and volume numbers of correspondence sent by Col. Timothy Pickering respecting the estimates. Arranged chronologically. Some of the estimates or statements are not dated. There is an incomplete subject index at the beginning of the volume and a separate name and subject index in series 2.

#### MISCELLANEOUS RECORDS OF THE QUARTERMASTER GENERAL'S DEPARTMENT.

1775-83. 2 in.

34

This series consists of a variety of documents such as rolls and returns of wagoners, carpenters, and teamsters; ordnance returns; returns of quartermaster stores on hand, manufactured, or needed; and estimates such as of clothing costs for an army of 32,000 men or of provisions needed to supply 300 men for a year. Some of the documents are not identified and some are not dated. Unarranged.

#### \*RECORD OF RECEIPTS AND ISSUANCES OF PROVISIONS AND STORES BY ASSISTANT COMMISSARIES OF ISSUES. 1776-83; 1786. 1 vol. (No. 121).

2 in.

5-g

In this volume are records kept by several Assistant Commissaries of Issues consisting, for the most part, of accounts showing to whom the stores were delivered or from whom they were received and the amounts and kinds of stores. Included are a few copies of letters sent, receipts, and other papers relating to the receipt and issuance of provisions and stores. Arranged by name of Assistant Commissary. The greater part of the volume contains the following records kept by three Assistant Commissaries, listed in order: (1) Accounts of provisions received by and issued to various organizations by Edward Lewis, Assistant Commissary of Issues, 1777-78; (2) returns of provisions and stores received and issued by Enoch Leonard, Assistant Commissary of Issues, Northern Department, at Fort Schuyler, N. Y., and Saratoga, N. Y., 1779-83; and (3) records of Benjamin Stevens, Assistant Commissary of Issues, 1st Connecticut Regiment, 1778-82, along with a few copies of letters sent by Stevens in 1786. The rest of the volume contains a few pages of records of issuances and deliveries, returns of provisions, and receipts for supplies by other Assistant Commissaries of Issues.

#### \*RETURNS OF STORES RECEIVED AND DELIVERED. 1776-80. 1 vol. (No. 120).

1 in.

5-r

This volume contains returns of ordnance stores delivered to certain galleys, September 1776; statements of stores for various brigades and regiments, August 1779-February 1780; an account of the disbursement of military stores, February-May 1777 (no location or organization is given); returns of military stores received and delivered at various locations, October 1779-January 1780; monthly returns of military stores delivered to various regiments and brigades, September 1778-February 1780; and monthly returns of military stores received, October 1778-December 1779. Arranged in the order listed and thereunder chronologically.



\*LEDGER OF RECEIPTS AND DISBURSEMENTS, QUARTERMASTER GENERAL'S DEPARTMENT. 1776-79. 1 vol. (No. 98). 1/4 in.

5-s

This volume shows cash receipts and disbursements made in the Quartermaster General's Department during the period when Thomas Mifflin and Stephen Moylan were the Quartermaster Generals and for a short time thereafter. Only a few entries are dated as late as 1779. Arranged by name of person and thereunder chronologically. There is a name index at the beginning of the volume. The pages in the volume have been renumbered, but the index refers to the original pagination.

\*RECORD OF RATIONS ISSUED IN THE EASTERN DEPARTMENT. Dec. 1776-Nov. 1777. 1 vol. (No. 112). 1/2 in.

5-t

The first part of the volume is a record of rations issued to various State and Continental organizations, showing the dates of issuance, bill numbers, names of persons to whom they were delivered, and amounts and kinds of rations. Following this is a similar record of rations received. In the back of the volume are recapitulations of the rations issued and received. Arranged by organizational units and thereunder chronologically.

\*LEDGER OF SAMUEL HODGDON. 1777-98. 1 vol. (No. 152). 1 in.

5-u

This volume contains accounts for the Commissary General of Military Stores and the Quartermaster General's Departments and, for the later years, some personal accounts. Each entry shows the date the money was debited or credited to the account of an officer or other person, and usually the nature or purpose of the transaction. Arranged by name of officer or other person. An index to names is at the beginning of the volume. There is also a separate name index in series 2.

\*ACCOUNT AND RECEIPT BOOK OF PETER ANSPACH. 1777-79. 1 vol. (No. 164). 1/4 in.

5-v

This volume is a brief record showing some moneys received and some expenditures, such as traveling expenses. There are also some receipts for moneys expended. Arranged in rough chronological order, with gaps in the dates.

\*RECORD OF STORES DELIVERED AND RECEIVED. Feb. 1777-Aug. 1783. 3 vols. (Nos. 129, 130, and 151). 4 in.

5-w

These volumes show the dates of delivery or receipt and the names of the organizations, departments, offices, or persons at various camps or locations delivering or receiving stores, together with itemized lists of the stores. Entries are arranged chronologically. Those for August-November 1778 in volume 129 are duplicated in volume 130. The numbers in the left-hand margins of volume 130 are references to page numbers of volume 131 (subseries 5-y), a ledger containing a recapitulation of the information. There is a separate name index to volume 129 (series 2).

\*RECORD OF STORES RECEIVED AND DELIVERED AND RECEIPTS FOR MONEY PAID BY THE COMMISSARY GENERAL OF MILITARY STORES DEPARTMENT. 1778-82. 1 vol. (No. 118). 1/4 in.

5-x

The first part of this volume is a record kept by Col. Benjamin Flower, the Commissary General of Military Stores, of stores received and delivered,



April-June 1779. It shows the dates of delivery or receipt and the organizations receiving the stores, with itemized lists of the stores. The second part of the volume consists of signed receipts for money paid by Samuel Hodgdon, May 1778. The third part of the volume is a record of firewood received and delivered, December 1779-August 1782. It shows the dates the wood was received, from whom it was received, the total amount received, and the organizations and persons to which or to whom it was delivered. Entries in all three parts are arranged chronologically. There are separate name and subject indexes for each part (series 2).

\*LEDGER OF STORES RECEIVED AND DELIVERED. 1778-80. 1 vol. (No. 131).

1 in.

5-y

This volume shows the dates of receipt and delivery of stores, to whom they were delivered or by whom they were received, and the number and kind of stores. Ledger entries are arranged by organizations, offices, and persons. An index to the names is at the beginning of the volume. The information in this volume was compiled from that in volume 130 (subseries 5-w).

\*RETURNS OF PERSONNEL OF THE CORPS OF ARTILLERY, NORTHERN DEPARTMENT, AND RECORDS OF MILITARY STORES RECEIVED AND DELIVERED.

Apr.-Aug. 1778; June-Nov. 1779. 1 vol. (No. 119). 1/2 in.

5-z

This volume contains the following: (1) A record of military stores received and delivered at Camps Pluckemin and Chester, Pa., June-August 1779, showing the brigades, regiments, or organizations the stores were for, with itemized lists of the quantities and kinds of stores; (2) weekly returns of the Corps of Artillery in the Northern Department commanded by Lt. Col. Ebenezer Stevens, April-August 1778, showing the number of officers and men present and absent; and (3) a record of ordnance stores received and delivered at West Point, N. Y., July-November 1779, showing the officers or organizations the stores were for, with itemized lists of the quantities and kinds of stores. Arranged chronologically within each part.

\*RECEIPTS, SAMUEL HODGDON, COMMISSARY GENERAL OF MILITARY STORES AND ASSISTANT QUARTERMASTER. Oct. 1778-Sept. 1779; Mar. 1780-Nov. 1789.

8 vols. (Nos. 77-81; 104-106). 6 in.

5-aa

These volumes contain receipts for money paid to various persons by Samuel Hodgdon as Deputy or Field Commissary General of Military Stores, Commissary General of Military Stores, and Assistant Quartermaster for the State of Pennsylvania. These signed receipts state the purpose of the payments, the amount and kind of money (a few were for specie but most of them were for currency and certificates of various kinds), and frequently the ratio or value of the currency or certificates. The receipts within each volume are arranged chronologically; but there is a good deal of overlapping of dates among the volumes, and there are gaps in dates within volumes. The volumes do not appear to duplicate each other. Volume 104 contains a name and subject index and there is a separate name and subject index for volume 105 (series 2). Coverage of the volumes is as follows: Volume 78, October 1778-September 1779 (Deputy and



Field Commissary); volume 77, March 1780-September 1781 (Deputy Commissary and Commissary General); volume 81, September 1781-May 1782 (Commissary General); volume 105, November 1781-June 1785 (Commissary General); volume 79, April 1782-April 1783 (Commissary General and a few Assistant Quartermaster); volume 106, January 1783-June 1783 (Assistant Quartermaster); volume 80, April 1783-November 1789 (mostly Commissary General but some Assistant Quartermaster); and volume 104, May 1783-August 1784 (Assistant Quartermaster).

\*RETURNS OF ARMS, ACCOUTREMENTS, AND QUARTERMASTER STORES, 3D AND 8TH MASSACHUSETTS REGIMENTS. 1779-83. 1 vol. (No. 149). 1/2 in. 5-bb

This volume contains returns, mostly monthly, of the 8th Massachusetts Regiment, commanded by Col. Michael Jackson until June 1783; and of the 3d Massachusetts Regiment, commanded by him after that date. The returns vary somewhat in title and content but generally give the names of the companies comprising the regiments (often by names of the captains in charge) and the number and kinds of arms and stores for each. There are gaps for the early part of the period. Arranged chronologically.

QUARTERMASTER RETURNS, 8TH AND 9TH MASSACHUSETTS REGIMENTS. Nov. 1779-May 1782. 1 vol. 1 in. 35

These returns were made by Joshua Clapp for the 9th Massachusetts Regiment until January 1781, when he was transferred to the 8th Regiment. Most of the returns are accounts of arms, ammunition, and accoutrements on hand, lost, and needed, but a few are of the number received and delivered. At the end of the volume are three accounts of rations distributed to various officers. Most of the returns are for periods of one month, but there are no returns for many months. Arranged chronologically and thereunder generally by name of company officer.

\*LEDGER OF ACCOUNTS FOR ORDNANCE, COMMISSARY GENERAL OF MILITARY STORES DEPARTMENT. 1780-85. 1 vol. (No. 116). 1/4 in. 5-cc

This volume shows the amounts debited and credited to accounts with various persons or firms for shot and shells. The orders for the shot and shells appear to extend only to 1783, but payments were not finally completed for some orders until 1785. Arranged by name of person or firm.

\*LEDGER OF ACCOUNTS OF THE UNITED STATES WITH VARIOUS STATES. 1780-83. 2 vols. (Nos. 91 and 113). 1/4 in. 5-dd

Volume 113 is a ledger showing the dates, the kinds and amounts of stores furnished to the States by the United States (and, in the case of Pennsylvania, the same information for stores furnished by that State), and their value. The accounts are with the States of Pennsylvania, Delaware, Maryland, Virginia, North Carolina, South Carolina, Georgia, and New Jersey. Arranged by State. Volume 91 appears to duplicate the accounts in volume 113 for Pennsylvania and the first entries for Maryland, but the total amounts debited and credited to Pennsylvania in the two volumes do not agree.



LEDGER OF MILITARY STORES FOR THE MAIN ARMY IN THE FIELD. 1780-83.

1 vol. 2 in.

36

This ledger, kept by Richard Frothingham, Field Commissary of Military Stores, shows the dates, to whom the stores were delivered, by whom or sometimes from whom they were received, and the number and kind of stores debited and credited to persons and organizations. Arranged by organizational unit (such as brigade, division, or department) and thereunder chronologically on each page. A list at the beginning of the volume gives the page numbers for the various accounts.

LEDGER OF QUARTERMASTER GENERAL ACCOUNTS. 1780-83. 1 vol. 1/4 in. 37

A ledger showing amounts debited and credited to accounts of the Quartermaster General, persons connected with his Department, and others. Arranged by names of persons with whom there were accounts. A name index is in the volume. For the account book to which these entries refer, see volume 190 (subseries 5-ee).

\*JOURNALS OF DISBURSEMENTS, QUARTERMASTER GENERAL'S DEPARTMENT. 1780-83.

5 vols. (Nos. 95, 97, 187, 190, and 191). 2 in. 5-ee

These volumes show for each disbursement the place and date of disbursement, to whom and for what purpose disbursement was made, the amount paid, and, in volume 191, the voucher number. Arranged chronologically within each volume. Volume 187 contains the journal entries for the disbursements recorded in the daybook, volume 97. Volume 191 contains some of the accounts in volumes 97 and 187 and some additional accounts. Volume 190 contains accounts for the same locations and dates as are in volumes 95 and 97, but only a few of the accounts appear to be duplicated. Some of these items are entered in the ledgers in series 37 and in volume 192 (subseries 5-mm). Volume 97 has been reproduced in facsimile under the title, Day Book of Peter Anspach, Paymaster to the Quartermaster General's Department, September 10, 1781 to May 17, 1782 (Washington, 1941), with a foreword and index by Nellie P. Waldenmaier.

\*RECORD OF FORAGE FOR CERTAIN MASSACHUSETTS, CONNECTICUT, AND

RHODE ISLAND ORGANIZATIONS. 1780-82. 2 vols. (Nos. 180 and 181). 1 in. 5-ff

These volumes show the dates of receipt and issuance of forage, the voucher numbers, by whose orders the forage was issued, by whom it was received, and the kinds and amounts of forage. Volume 180 contains accounts for the 1st, 3d, 5th, 6th, and 12th Massachusetts Regiments and their officers for 1780-81. Volume 181 contains accounts for some Connecticut and Rhode Island organizations for 1780-82. The general arrangement is by regiment or name of officer and thereunder chronologically.

\*RECORD OF CLOTHING, ARMS, AND ACCOUTREMENTS, MAJ. JAMES HAMILTON'S COMPANY, 2D PENNSYLVANIA REGIMENT. 1780. 1 vol. (No. 150).

1/4 in. 5-gg

A record showing the amounts and kinds of clothing, arms, and accoutrements issued to each man in the company. Arranged by rank of soldier



and thereunder in rough alphabetical order by name of soldier, with the clothing account separate from the arms and accoutrements account for each soldier.

\*RECORD OF STORES RECEIVED AND DELIVERED AT PHILADELPHIA. Mar. 1780-Sept. 1784. 4 vols. (Nos. 94, 122, 132, and 133). 7 in. 5-hh  
These volumes give the names of the organizations or persons to whom stores were delivered or from whom they were procured and itemized lists of the stores. Arranged chronologically. The dates of the volumes are as follows: Volume 133, March 1780-March 1781; volume 132, March 1781-September 1784; volume 94, July 1781-July 1783; and volume 122, July 1781-September 1782. There is some duplication of information in volumes 94, 122, and 132 inasmuch as they refer to the same accounts. Volume 94 is entitled "Account Book"; volume 122, "Day Book of Military Stores"; and volume 132, "Journal of Military Stores." A separate name and subject index to volume 94 and separate name indexes to volumes 122 and 133 are in series 2.

\*RECORD OF RECEIPTS AND DISBURSEMENTS, COMMISSARY GENERAL OF MILITARY STORES DEPARTMENT. Mar. 1780-Oct. 1781. 1 vol. (No. 114). 5-ii  
1/4 in.  
This volume is a record of moneys received and disbursed, each entry showing to whom or from whom the money was paid or received, the purpose for which it was received or disbursed, and the amount. Arranged chronologically. Some of the items are entered in volume 117 (subseries 5-jj).

\*RECORD OF DISBURSEMENTS BY SAMUEL HODGDON, DEPUTY COMMISSARY GENERAL OF MILITARY STORES. Mar. 1780-Mar. 1781. 1 vol. (No. 117). 5-jj  
1/4 in.  
This record of disbursements gives for each disbursement the voucher number, the date of disbursement, to whom and for what purpose it was made, and the amount. Arranged numerically by voucher number (chronologically). A record of these disbursements is also contained in volume 114 (subseries 5-ii). A separate name index is in series 2.

\*ORDERS FOR PAY, COMMISSARY GENERAL OF MILITARY STORES DEPARTMENT. Mar.-Oct. 1780. 1 vol. (No. 128). 1/2 in. 5-kk  
This volume contains copies of orders for money payments to various persons for work performed or for articles furnished to the Department under Col. Benjamin Flower. Each order gives the name of the person who was to receive payment, the amount of pay, its purpose, and usually the name of the person certifying to the accuracy of the statement. Arranged numerically (chronologically).

\*ACCOUNT BOOK OF THOMAS GRANT, ASSISTANT QUARTERMASTER GENERAL, NORTHUMBERLAND DISTRICT, PA. Sept. 1780-July 1783. 1 vol. (No. 177). 5-ll  
1/2 in.  
This volume shows receipts and disbursements of money for quartermaster supplies. The accounts for September 1780-February 1782 are arranged chronologically by 3-month periods and thereunder by the following types



of accounts: (1) Disbursements (cash journal); (2) statement of Grant's account with the Government; (3) abstracts of articles purchased; (4) payroll; (5) abstract of contingent expenses; (6) an account of articles delivered; and (7) a summary account of articles purchased and received and issues and deliveries. These accounts are followed by an account of disbursements for February 1782-July 1783. A few pages of the volume are missing.

RECORD OF DISBURSEMENTS BY THE COMMISSARY GENERAL OF MILITARY STORES  
DEPARTMENT AND ORDERS FOR DELIVERIES BY THE SUPERINTENDENT OF  
MILITARY STORES. Oct. 1780-June 1781; July 1799-Aug. 1801.

1 vol. 1 in.

38

In the first part of this volume is a record of disbursements made by the Commissary General of Military Stores Department under Col. Benjamin Flower, October 1780-June 1781. It shows for each disbursement the voucher number, the date of disbursement, to whom and for what purpose disbursement was made, and the amount. Arranged numerically by voucher number (chronologically). In the second part of the volume are copies of letters sent by Samuel Hodgdon, Intendant of Stores, and later by William Irvine, Superintendent of Military Stores, July 1799-August 1801, directing various public storekeepers to deliver clothing and arms to certain persons or places. Arranged chronologically. The volume has a name index for the orders dated July 1799-May 1801. Both offices were located at Philadelphia.

\*RECORD OF RECEIPTS AND EXPENDITURES, QUARTERMASTER GENERAL'S DEPARTMENT.

Oct. 1780-June 1783. 1 vol. (No. 192). 1 in.

5-mm

This volume is divided into two parts. Part 1 contains ledger entries showing moneys debited and credited to various accounts, October 1780-May 1781, and accounts of disbursements, August 1780-May 1782. The ledger entries are arranged by name of person or organization (name of quartermaster employee handling the account and name of person or organization having the account) or by type of account (wages, equipment, and the like). The accounts of disbursements give the dates of disbursements, the voucher numbers, the names of the persons to whom the money was paid and the purpose, and the amounts. Arranged chronologically (numerically by voucher number). Part 2 is a ledger, September 1781-June 1783, showing for debits the dates, from whom money was received and sometimes the purpose, and the amounts debited; and for credits the dates, voucher numbers, to whom payment was made and the purpose, and the amounts credited.

\*MISCELLANEOUS ACCOUNTS AND RECEIPTS OF COL. TIMOTHY PICKERING,  
QUARTERMASTER GENERAL. 1781-83. 1 vol. (No. 179). 1/4 in.

5-nn

This volume contains a few receipts signed by persons who received money from Colonel Pickering and a few informal statements of money received and stores or provisions procured. Arranged in rough chronological order.

\*RETURNS OF STORES PURCHASED, ON HAND, AND DELIVERED. 1781-82.

1 vol. (No. 115). 1/4 in.

5-oo

The first part of this volume is a return of stores purchased from June 1781 to June 1782 by the Commissary General of Military Stores,



giving names of the persons from whom the stores were received, the dates they were received, and the amounts and kinds of stores. Arranged chronologically. The next part of the volume is a return of military stores on hand at Philadelphia, May 1, 1781, giving the kinds and amounts of stores. Arranged by kind of stores. The last page of the volume is a list of the kinds and amounts of ordnance and military stores delivered to the Pennsylvania Line after January 1, 1781.

\*RECEIPT BOOK OF CAPT. CHARLES RUSSELL, ASSISTANT DEPUTY QUARTERMASTER FOR VIRGINIA. Feb. 1781-July 1782. 1 vol. (No. 160). 1 in. 5-pp  
This volume contains receipts for money paid to various persons for quartermaster supplies and services such as forage and transportation. Arranged in rough chronological order.

\*STATEMENTS OF ARTICLES RECEIVED AND ISSUED AND DISBURSEMENTS BY CAPT. CHARLES RUSSELL, ASSISTANT DEPUTY QUARTERMASTER FOR VIRGINIA. Feb. 1781-May 1782. 3 vols. (Nos. 102, 107, and 108). 2 in. 5-qq  
Quarterly statements of articles received, articles issued, articles delivered, forage issued, payrolls, contingent expenses, and summary statements consolidating the information in the individual reports. The statements give such information as the dates of receipt and issue, voucher numbers, the persons to whom issued or delivered, and the kinds and amounts of the articles. The first quarterly statements cover only the last month of the quarter (February 1781) and are in volume 108. Those for the quarters covering March-May 1781 and March-May 1782 are in volume 107. The rest of the statements are in volume 102, but there are very few for the quarter of September-November 1781. Generally the statements are grouped by quarters with the summary statement following after the others, but some are out of order and others are in such bad condition it is not possible to identify them positively.

\*ORDERS AND RECEIPTS FOR STORES AND VARIOUS RETURNS OF CAPT. CHARLES RUSSELL, ASSISTANT DEPUTY QUARTERMASTER FOR VIRGINIA. Feb.-July 1781. 1 vol. (No. 109). 1/4 in. 5-rr  
This volume contains copies of orders from various officers on the Quartermaster General's Department in the State of Virginia for stores, along with receipts for the same; returns of property converted to public use under the direction of Captain Russell; returns of persons employed in the Quartermaster General's Department in the State of Virginia; and returns of property belonging to the Quartermaster General's Department in the State of Virginia. Some of the returns are monthly and some are quarterly. Arranged by kind of record.

\*RECORD OF TOOLS AND EQUIPAGE RECEIVED AND RETURNED AND OF WORK PERFORMED BY CAPT. STEPHEN CLAPP'S COMPANY OF ARTIFICERS. July 1781-Jan. 1782. 1 vol. (No. 182). 1/4 in. 5-ss  
This volume is a record of accountability for tools and equipment received from and returned to Christopher Meng, storekeeper and Assistant Deputy Quartermaster General, by Capt. Stephen Clapp's Company of Artificers (Col. Jeduthan Baldwin's Artillery Artificer Regiment) and work



performed by the company. It contains the following: (1) Copies of receipts given to Christopher Meng, July-October 1781, for tools and equipment received; (2) a record of work performed (mostly shoeing horses), July-December 1781; (3) a record of work performed by saddlers and harness-makers, July-November 1781; and (4) a list of tools turned in to Christopher Meng, January 1782. The receipts and the work performance records are arranged chronologically.

\*RECORD OF QUARTERMASTER STORES FOR AND RETURNS FROM THE ARTILLERY BRIGADE. Sept. 1781-June 1783. 1 vol. (No. 184). 1 in. 5-tt

This volume contains accounts and returns of quartermaster stores and equipment issued to, delivered to, needed by, or in the hands of the various regiments and other organizational units comprising the Brigade of Artillery. The records of deliveries usually pertain to a particular regiment or organizational unit and show to whom or by whom they were delivered and the amount and kind of stores and equipment. The returns, some of which are for stores on hand or stores needed while others are of those received and delivered, are usually for the whole brigade and show the distribution of the various kinds and amounts of stores among the organizational units. Several of the later returns are monthly returns. The accounts in the first part of the volume are arranged by organizational unit; the returns in the last part are by type of return. There is an incomplete index to the accounts at the beginning of the volume.

\*RECORD OF CASH RECEIVED AND DISBURSEMENTS. Oct. 1781-Oct. 1788. 1 vol. (No. 96). 1 in. 5-uu

This volume shows cash received and disbursements made for stores, supplies, transportation, labor, salaries, and other needs of the Quartermaster General's and the Commissary General's Departments. Many of the accounts are those of Col. Timothy Pickering. They show from whom or to whom the money was received or paid, the amount, and the purpose. Arranged chronologically. There is a separate name index in series 2.

\*RECEIPT BOOK OF PETER ANSPACH. Jan.-Nov. 1782. 1 vol. (No. 183). 1 in. 5-vv

This volume contains signed receipts for payments made by Timothy Pickering, the Quartermaster General, through Peter Anspach (and a few through Andrew Dunscomb) for quartermaster supplies and services, such as the supply of wood and forage and the transportation of goods. The receipts state the purpose and amount of payment. Arranged numerically as follows: January 15-February 15, 1782, Nos. 201-275; March 1-November 16, 1782, Nos. 1-335.

RETURN OF PUBLIC PROPERTY BELONGING TO THE QUARTERMASTER GENERAL'S DEPARTMENT. Apr. 1, 1782. 1 vol. 1/4 in. 39

Return showing property on hand, in use, needing repair, and unfit for further service in the various States or with the main Army. Arranged by kind of property.



Records Relating to Military Pay and the  
Settlement of Individual Accounts

\*LETTERS SENT BY JOHN PIERCE, PAYMASTER GENERAL AND COMMISSIONER OF ARMY ACCOUNTS. Apr. 1786-May 1787. 1 vol. (No. 134). 1 in. 5-ww

Copies of letters sent relating to claims for pay, the issuance of certificates, and other matters pertaining to the settlement of officers' and men's accounts. Arranged chronologically.

\*LETTERS SENT AND RECEIVED BY JOSEPH HOWELL, ASSISTANT COMMISSIONER OF ARMY ACCOUNTS AND ASSISTANT PAYMASTER GENERAL. Oct. 1784-Jan. 1789. 3 vols. (Nos. 135, 136, and 138). 3 in. 5-xx

Copies of letters sent and received by Joseph Howell as the Assistant Commissioner and Assistant Paymaster General and, after August 1788, as Commissioner of Army Accounts. A few letters to John Pierce, Paymaster General and Commissioner of Army Accounts, are included. The letters relate to claims for pay, the issuance of certificates, and other matters pertaining to the settlement of officers' and men's accounts. Arranged in rough chronological order. There is a name index in each volume.

\*LETTERS SENT BY JOSEPH HOWELL, WAR DEPARTMENT ACCOUNTANT'S OFFICE. Jan.-Dec. 1794. 1 vol. (No. 137). 1 in. 5-yy

Copies of letters sent relating to the inspection and settlement of various types of accounts with the War Department. Arranged chronologically.

\*LEDGER OF FINAL SETTLEMENTS OF OFFICERS' ACCOUNTS. 1775-83. 1 vol. (No. 178). 1 in. 5-zz

This shows the amounts debited and credited to officers' accounts. Most, if not all, of the officers appear to be from the State of Maryland and the ledger appears to be that of John White, Assistant Commissioner of Army Accounts, Annapolis, Md. Many of the entries are not dated. Arranged by name of officer. There is an index to the names at the beginning of the volume.

\*PAYMASTER GENERAL LEDGER OF ACCOUNTS WITH OFFICERS OF THE ARMY. 1775-78. 1 vol. (No. 143). 1 in. 5-aaa

This shows the dates and amounts of money debited and credited to various officers' accounts while James Warren and William Palfrey were Paymasters General. The entries often state by whom payment was made (Warren, Palfrey, or assistants) and what the payment was for. Arranged by name of officer.

LEDGER OF ACCOUNTS, 4TH NEW YORK REGIMENT. July 1775-Feb. 1777. 1 vol. 1 in. 40

This ledger, kept by Capt. Henry Beekman Livingston, shows the amounts debited and credited to accounts with soldiers and Army officers, Government officials, officials for the State of New York, and private individuals. Arranged by name of person with whom the regiment had accounts, except for some accounts listed under the heading "Government" and some



under the heading "State of New York." There is an index to the names of persons and to the other two headings.

\*LEDGER OF MONEY ACCOUNTS WITH OFFICERS OF THE NORTH CAROLINA LINE.

1777-83. 1 vol. (No. 136-1/2). 1/4 in.

5-bbb

A ledger kept by Ebenezer Jackson, Assistant Commissioner of Army Accounts for North Carolina, in the settlement of old money accounts with officers of the North Carolina Line, many of whom were paymasters for various regiments. Many of the debit entries show the receipt of money from the Paymaster General for regimental payrolls, recruiting service, and other matters, but others are for advances of pay and similar items for specific officers. Credit entries show that in some instances Jackson accepted sworn statements that payments were made when receipts had been lost by regimental paymasters. Arranged by name of officer. A name index is at the beginning of the volume.

\*ACCOUNT BOOK OF CAPT. WILLIAM SCULL, 11TH PENNSYLVANIA REGIMENT.

Jan.-May 1777; Mar.-June 1778. 1 vol. (No. 157). 1/4 in.

5-ccc

The first part of this volume has a few accounts of money paid by Captain Scull, showing the dates of payment, to whom the money was paid, the amounts paid, and sometimes the purpose of the payments. Arranged by name of person receiving payment. The rest of the volume has signed receipts for pay received from Scull by his surveying assistants. Arranged chronologically.

LEDGER OF ACCOUNTS, 1ST REGIMENT OF THE BRITISH BRIGADE OF FOOT GUARDS.

Nov. 1777-Jan. 1779. 1 vol. 1 in.

41

This ledger, kept by Lt. Col. Sir John Wrottesley (apparently for the men in his company), shows the amounts debited and credited to the accounts of individual soldiers. Debit entries are for such items as clothing, subsistence, and cash, and the credit entries are for pay and bounties. Arranged by order of rank of soldier but thereunder in no particular order.

\*RECORD OF SETTLEMENTS OF PENNSYLVANIA OFFICERS' AND MEN'S ACCOUNTS.

1778-83. 2 vols. (Nos. 171 and 172). 3 in.

5-ddd

Certified copies of payroll books "A" and "B" recording the amounts paid to Pennsylvania officers and men in settlement of their accounts for pay, commutation, subsistence, gratuity, and other claims. An entry gives the date of issuance of a certificate for payment, the number of the certificate, a letter (possibly of the certificate), the name of the officer or soldier, the amount of payment, and the name of the person signing for the certificate. Some of the names appear in more than one place but in each case for a different certificate. Arranged by certificate number from 67529 to 84425 (with a few gaps in the series) under regiments. These volumes were certified as correct copies by the Auditor General of the State of Pennsylvania on September 21, 1818.



\*LEDGER OF ACCOUNTS WITH VARIOUS OFFICERS AND OTHER PERSONS.

1779-92. 2 vols. (Nos. 144 and 100). 2 in.

5-eee

Volume 144 shows the amounts debited and credited to the accounts of officers and other persons and to various expenditure accounts of the Commissary General of Military Stores Department, such as accounts for the payment of incidental expenses, payment of salaries, and the purchase of supplies. Arranged by name of person or by type of account but in no particular order. There is an index to the names of the persons and to some of the types of accounts. These accounts appear to be Samuel Hodgdon's and are primarily accounts of the Commissary General of Military Stores Department. Some are with Col. Timothy Pickering, the Quartermaster General. Volume 100 contains ledger accounts with John Jacob Feach, 1780-83, which are duplicated in volume 144.

\*LEDGER OF OFFICERS' ACCOUNTS KEPT BY LT. CHARLES RUSSELL, PAYMASTER, 1ST VIRGINIA STATE REGIMENT. 1779-80; 1783. 1 vol. (No. 159).

1/4 in.

5-fff

A ledger showing mainly the amounts of money debited and credited to various officers for the period 1779-80. Arranged by name of officer. Included are a few accounts dated in 1783 concerning crops, plantation rent, and wages of Negroes, which appear to be personal accounts. There is an index to the names of the officers and kinds of accounts for 1783.

\*RECORD OF CLOTHING ACCOUNTS OF THE 1ST VIRGINIA STATE REGIMENT KEPT BY LT. CHARLES RUSSELL, PAYMASTER. 1779-80. 1 vol. (No. 99).

1 in.

5-ggg

Clothing accounts showing the amounts debited and credited to individuals for clothing, the dates, the kind of clothing issued, and the value. Arranged by name of person. An index to the names is at the beginning of the volume.

\*PAYMASTER GENERAL'S RECORD OF MONEY DUE TO OFFICERS AND MEN OF CERTAIN CONNECTICUT, MASSACHUSETTS, NEW HAMPSHIRE, AND CONTINENTAL REGIMENTS.

1779. 1 vol. (No. 170). 1/2 in.

5-hhh

A record of moneys due to officers and men who were killed, were deserters or prisoners, or were otherwise absent. It was turned in to the Paymaster General's Office by the regimental paymasters. The accounts are for the following regiments: (1) Connecticut--the 3d, 5th, 6th, 7th, 8th, and Col. Samuel B. Webb's Regiments; (2) Massachusetts--the 2d, 3d, 5th, 7th, 8th, 9th, 10th, and 12th Regiments; (3) New Hampshire--the 3d Regiment; (4) Continental troops--Capt. Robert Walker's Company of Col. John Lamb's Regiment of Artillery. An entry gives the name of the officer or soldier, his rank, the reason for his absence, the amount due to him, and sometimes the amount paid and the warrant number. Arranged by regiment (but in no particular order) and thereunder by company. There is an index to the names of the officers in charge of the companies and regiments.



\*MONTHLY REGISTERS OF QUARTERMASTER ACCOUNTS SETTLED. 1780-84.

2 vols. (Nos. 188 and 189). 1/2 in.

5-iii

These registers contain the names and titles of persons employed by the Quartermaster General's Department (such as assistant quartermasters, wagon masters, forage masters, and artificers), the dates of settlement of their accounts, and the dates through which settlement extended. Volume 189 covers the entire period. Volume 188 contains entries for 1782 only. There is some duplication of entries in the two volumes, but each contains some information not in the other. Arranged alphabetically by initial letter of employee's surname.

\*RECORD OF SPECIE CERTIFICATES ISSUED IN THE QUARTERMASTER GENERAL'S DEPARTMENT IN THE STATE OF NEW YORK. Oct. 1780-Jan. 1782.

1 vol. (No. 185). 1/4 in.

5-jjj

A register of specie certificates issued in the Quartermaster General's Department under the direction of Hugh Hughes, Deputy Quartermaster for the State of New York, showing the number of each certificate, to whom the certificate was issued, the amount of the certificate, the date when interest began, the purpose for which the certificate was issued (such as for transporting goods or for salaries), and sometimes remarks. Arranged numerically by certificate number but with gaps in the numbering.

\*RECORDS OF ACCOUNTS OF COL. TIMOTHY PICKERING, QUARTERMASTER GENERAL.

1781-90. 1 vol. (No. 186). 1/4 in.

5-kkk

This volume contains a record of cash paid in specie by Pickering (or by Peter Anspach in behalf of Pickering in the settlement of his accounts), 1782-88; a return of specie certificates issued, 1784-87; a record of moneys disbursed by Pickering and Samuel Hodgdon (in his capacity of Assistant Quartermaster at Philadelphia), 1781-85; a list of charges against various persons for stores received from Pickering; a record of moneys paid to various persons that were to be deducted from their specie claims; a record of provisions delivered to various persons; a record of rations issued to certain artificers, 1782; and a list showing the value of clothing delivered to various persons, 1784. Notations dated 1789 and 1790 by Peter Anspach indicate that he was engaged in the settlement of Colonel Pickering's accounts. Each of the accounts consists of only a few pages.

\*RECORD OF PAY AND SERVICE OF OFFICERS AND MEN OF CERTAIN STATES.

1781-87. 2 vols. (Nos. 175 and 176). 3 in.

5-lll

The first and largest parts of both of these volumes relate to Virginia officers and men and consist of copies of the following lists: Officers who received certificates for advanced pay, officers and men who received certificates for the balance of their full pay, and officers and men who received half pay. The various lists are arranged alphabetically by initial letter of surname of the officer or man and show by whom the pay was received, the date of payment, and the amount. The lists in the two volumes are not duplicates, but the reason for separation is not apparent. Volume 175 also has alphabetical lists of New York officers and men of different regiments. The last part of volume 176 contains an alphabetical list of



officers and soldiers of the "Georgia Continental establishment" who applied for certificates for bounty land; a return of officers of the Georgia Line; a list of the officers of the 1st-4th New York Regiments, Continental Service; a muster roll of Capt. Samuel Logan's Company, 5th New York Battalion, for March and April 1780; and an alphabetical list of the soldiers in the New York Line who received bounty land in Cayuga County, N. Y. Most of the lists contain entries dated no later than 1787, a few contain entries dated as late as 1806, and some are undated. The date of these copies is not given, but some are copies of certified copies made in 1818 and 1856.

\*RECORD OF CERTAIN ACCOUNTS, PAYMASTER GENERAL'S DEPARTMENT. 1782-84.  
1 vol. (No. 140). 1/2 in. 5-mmm

This volume was kept probably by the Commissioner of Army Accounts for use in the settlement of accounts of certain Georgia officers and men and of the Hospital Department for the Southern Army. The entries are for pay, rations, subsistence, and clothing, and each shows the date of receipt of payment, a number, from whom payment was received (John Pierce, Paymaster General of the Army; John S. Dart, Deputy Paymaster General to the Southern Army; Thomas Bradford; and others), purpose of payment, and amount. Accounts for Georgia officers and men are in the first part of the volume; those for physicians and men in the Hospital Department for the Southern Army are in the second part. Both parts are arranged by name of officer or man. There is a name index at the beginning of the volume.

\*ACCOUNT BOOK OF PAYMENTS MADE TO OFFICERS AND MEN OF THE VIRGINIA LINE  
BY LT. CHARLES STOCKLEY. 1782-83. 1 vol. (No. 139). 1/2 in. 5-nnn

This volume contains a record of the amount of payments made by Lt. Charles Stockley to the officers of the Virginia Line for pay and subsistence for 1782-83 and to noncommissioned officers and men for pay for 1783. The accounts are arranged in two sections: (1) Accounts of officers; and (2) accounts of noncommissioned officers and men. The latter are in two chronological subsections followed by a subsection containing accounts of men who had not received any settlement.

\*ACCOUNT BOOK OF THE PAY OFFICE, PAYMASTER GENERAL'S DEPARTMENT.  
1783-84. 1 vol. (No. 141). 1/4 in. 5-ooo

This volume contains a record kept by Joseph Howell, Assistant Commissioner of Army Accounts at Philadelphia, of payments made to officers and men of various regiments in settlement of their accounts for pay, rations, subsistence, and other claims. Each entry gives the date of settlement, the name of the officer or man receiving payment, the purpose of the payment, and the amount. Entries are arranged numerically, but with entries 1-180 appearing between entries 266 and 267. There is a name index at the beginning of the volume.



\*RECEIPT BOOKS OF JOHN PIERCE AND JOSEPH HOWELL, PAYMASTERS GENERAL  
AND COMMISSIONERS OF ARMY ACCOUNTS. July 1783-Aug. 1785;  
Aug. 1787-Aug. 1790. 2 vols. (Nos. 146 and 147). 2 in. 5-ppp

These volumes contain receipts for certificates issued by John Pierce, Paymaster General and Commissioner of Army Accounts until August 1788, and then by his successor, Joseph Howell, in settlement of the accounts of officers and men for pay and subsistence, forage, recruiting expenses, gratuities, and other moneys due to them. The receipts show the purpose of the payments, the certificate numbers, and the amounts. Some of the certificates were issued to and receipted for by agents representing regiments or groups of men. The certificate numbers are given in the left-hand margins. Arranged chronologically (in part numerically by certificate number).

The certificates referred to in this and the following two entries (5-qqq and 5-rrr) were issued by the Paymaster General in accordance with a resolution of the Continental Congress of July 4, 1783, authorizing him to adjust and settle all accounts between the United States and the officers and soldiers of the American Army that remained unpaid at the end of the war. Over 95,000 certificates were issued, but, since the total amount of indebtedness to a particular soldier was not consolidated into one certificate, one soldier often received several certificates. A list showing the certificate numbers, the names of the officers and soldiers, and the amounts of the certificates for approximately 93,000 of the certificates issued may be found in the appendix to the Seventeenth Report of the National Society of the Daughters of the American Revolution, reprinted in Senate Document 988, 63d Congress, 3d session, p. 149-712. The certificates referred to in volume 146 are numbered 94799-95075 and are not enumerated in the printed list. The certificates referred to in volumes 145, 147, and 147-1/2 are enumerated in the printed list.

\*RECEIPT BOOK OF GEORGE REID, ASSISTANT COMMISSIONER OF ARMY ACCOUNTS,  
CHARLESTON, S. C. Apr. 1785-Jan. 1786. 1 vol. (No. 145).  
1/2 in. 5-qqq

This volume contains receipts for certificates issued by John Pierce through George Reid in settlement of the accounts of officers and men of the South Carolina Line similar to those described in the previous entry (5-ppp). Arranged numerically by certificate number from 92054 to 92329 (chronologically). There is a name index at the beginning of the volume.

\*RECEIPT BOOK OF JOHN WHITE, ASSISTANT COMMISSIONER OF ARMY ACCOUNTS,  
ANNAPOLIS, MD. Aug.-Nov. 1785; Mar. 1786. 1 vol. (No. 147-1/2).  
1/4 in. 5-rrr

This volume contains receipts for certificates issued by John Pierce through John White in settlement of officers' and men's accounts in the State of Maryland similar to those described in the two previous entries (5-ppp and 5-qqq). Arranged numerically by certificate number from 89433 to 93679 (chronologically).



\*RECORD OF ACCOUNTS OF THE COMMISSIONER'S OFFICE, QUARTERMASTER  
GENERAL'S DEPARTMENT, NEW YORK. May 1786-Mar. 1789; Apr. 1790.  
1 vol. (No. 101). 1 in.

5-sss

This volume shows the moneys paid to fulfill obligations of the Quartermaster General's Department remaining from the Revolutionary War. Most of the accounts are for supplies, stores, and services, but a considerable number are for the redemption of certificates and currency or for reimbursement to officers for money advanced from their private funds. The entries dated May 1786-March 1789 are those of the Commissioner's Office, New York. These are followed by about 10 pages of entries dated April 1790, entitled "Auditor's Office," which also contain statements of accounts of the Quartermaster General's Department, many of which are accounts with the various States. Arranged chronologically.

\*RECORD OF DISBURSEMENTS, PAYMASTER GENERAL'S OFFICE, NEW YORK. 1788.  
1 vol. (No. 142). 1 in.

5-ttt

This volume contains a record of disbursements showing to whom each disbursement was made, for what purpose payment was made, and the amount. Entries are arranged numerically from numbers 1919 through 2396 but with numbers 2182 through 2357 missing. The entries numbered 1919-2181 appear to show disbursements to officers from Maryland for amounts due to them, their men, or the State. Several of the later entries show disbursements to officers from Virginia, but they do not appear to be restricted to officers of that State. The entries are not dated until number 2358, which is dated September 22, 1788. The backstrip of the volume gives the dates as 1778-79, but the record appears to be of settlements effected in 1788 of accounts which arose during the entire Revolutionary War period.

WAR DEPARTMENT ACCOUNTANT'S RETURN OF UNRECEIPTED MONEYS. 1798-1803.  
1 vol. 1 in.

42

A return of moneys received by various officers for payroll purposes, as ascertained from settlements made by the Accountant to the Department of War. The return shows for each soldier who had not receipted for the money an entry number, the name of the soldier, his rank, the date, the officer's name, the soldier's term of service, the amount, and remarks. Arranged numerically. Originally the return was in four volumes, but it is now bound together in one volume.

LIST OF NEW HAMPSHIRE OFFICERS AND MEN WHO RECEIVED CERTIFICATES FOR  
DEPRECIATION OF PAY. 1 vol. 1/4 in.

43

This list shows the names of the officers and men of the 1st, 2d, and 3d Regiments, 6-months men and men of "miscellaneous" service (no organizational units are shown for either of these two classes), and Major Whitcomb's Rangers, with the amount paid to each officer and man. Arranged alphabetically by initial letter of officers' and men's names and under each initial letter grouped by the six units or classes mentioned above. The volume is entitled "Guard Book for Revolutionary Index, March 16, 1857"



and appears to have been compiled about that date from certificates for depreciation of pay.

LIST OF CERTIFICATES ISSUED BY THE STATE OF PENNSYLVANIA FOR DEPRECIATION OF PAY. 1 vol. 1 in.

44

This list gives for each officer and man to whom a certificate for depreciation of pay was given his name, his rank and organization, the number of the certificate, and the page of the volume from which it was copied. The list was certified by the Auditor General of Pennsylvania on July 2, 1819. Arranged alphabetically by initial letter of surname.

\*LIST OF PENNSYLVANIA OFFICERS AND MEN ENTITLED TO DONATION LANDS.

1 vol. (No. 173). 1/4 in.

5-uuu

This volume contains a certified copy of the names of Pennsylvania officers and men entitled to donation lands as the result of their service in the Pennsylvania Line or with Continental troops during the Revolutionary War. The list gives for each officer or soldier his name, his rank, and the organization in which he served. Arranged alphabetically by initial letter of surname. The copy was furnished by the Office of the Secretary of the Land Office of Pennsylvania on February 27, 1830. The date of original compilation is not given.

RECORD RELATING TO PENSIONS AND CLAIMS FOR PAY. 1 vol. 1/2 in.

45

This record contains summarized information relating primarily to claims for final pay of Virginia soldiers, this pay being in the nature of a gratuity in lieu of a pension, amounting to full pay for five years or half pay for life. This pay or gratuity was authorized by the Federal Government and the claims were adjudicated by the Commissioner of Pensions. Some of the information pertains to pensions and relates to soldiers from other States as well as those from Virginia. The entries are arranged alphabetically by name of soldier (numerically, from 050000 to 050201) and give such information as the rank and organization of the soldier, his place of residence, the dates of his service in the Revolutionary War, the date of his death, and the names of his heirs. There is a list of the names of the soldiers and the entry numbers at the beginning of the volume. The records from which these entries were compiled are a part of the records of Record Group 15, Records of the Veterans Administration, in the National Archives. A notation on the first page states that this information was compiled by Mrs. A. Y. Casanova and Mrs. J. F. Little and was published in the Daughters of the American Revolution Magazine in October 1928.

Records Relating Mainly to Non-Revolutionary War Activities

RECORDS PERTAINING TO SOLDIERS AND ACTIVITIES IN NEW HAMPSHIRE.

1629-1774. 3 in.

46

These records consist of the following: (1) A few handwritten certified copies of letters, chronologically arranged, to and from the Speaker



or Committee of Correspondence of the House of Representatives of New Hampshire, 1773-74, which were copied from the original records of the Adjutant General of the State of New Hampshire; (2) unarranged printed records, 1629-1724, which appear to be from volumes compiled or produced by the New Hampshire Historical Society and pertain to a variety of subjects, such as legislation passed, treasury statements, proceedings of town meetings, petitions for payments of bills, and rules for raising and making hemp; and (3) unarranged printed copies, many of which are corrected and certified, of muster rolls or lists of New Hampshire officers and men, 1709-73, who served in wars prior to the Revolution. The rolls usually give such information as the name, rank, and date of death or desertion, and sometimes the number of days of service, wages earned or due, and date of entrance into or discharge from the service.

MISCELLANEOUS PRINTED RECORDS. 1774-1830. 1 in.

47

These records contain such items as addresses to the people of Pennsylvania attacking the constitution of that State and the character of a candidate for the governorship of Pennsylvania; Treasury Office instructions (1779) for taking bills out of circulation; a pamphlet of May 1, 1798, containing a copy of a letter, with enclosures, from the Secretary at War to the House of Representatives prepared in response to an inquiry into the expenditures of moneys appropriated for naval armament; blank certificates of Revolutionary War bounty-land script issued under an act of May 30, 1830; and a few extracts from newspapers. Unarranged.

PERSONAL ACCOUNTS AND MILITARY RECORDS OF CAPT. ELEAZER CURTIS.

1775-1833. 1 vol. 1 in.

48

From May to December 1775 Eleazer Curtis was a captain in the 4th Connecticut Regiment commanded by Col. Benjamin Hinman. Most of this volume contains accounts that appear to relate to Captain Curtis' personal business transactions for the period 1777-1833. He also had used this volume for keeping receipts of payments made and guns issued to soldiers and for recording certifications of voluntary enlistments and other matters pertaining to his company. The dates of a few of these entries extend to the first part of 1776. Unarranged. There is a name index to the personal accounts.

\*LEDGER OF PERSONAL ACCOUNTS OF B. H. PHILLIPS. 1779-83. 1 vol.  
(No. 155). 1/2 in.

5-vvv

This ledger shows the amounts debited and credited to the accounts of various persons with whom B. H. Phillips was associated either personally or in business. Arranged by name of person or kind of account. An index is at the beginning of the volume. B. H. Phillips is not further identified.

\*MEMORANDUM AND PRIVATE ACCOUNT BOOK OF CAPT. THADDEUS WEED, 2D CONNECTICUT REGIMENT. 1781; 1785-1812. 1 vol. (No. 158). 1/4 in.

5-www

Most of the volume consists of Captain Weed's private cash journal entries between 1785 and 1812. In addition it contains the following



items pertaining to his Revolutionary War service: (1) A short list of articles received by Captain Weed's Company from Quartermaster Herring, August 1781; (2) a list of officers and men, including Captain Weed, who received one month's pay in Colonel Hamilton's Battalion, September 7, 1781; (3) a receipted list of articles received by the men in his company from Captain Weed, September 9, 1781; and (4) an orderly book, October 1781. Unarranged.

UNIDENTIFIED LEDGER OF PERSONAL ACCOUNTS. 1820-26. 1 vol. 1 in. 49

This ledger shows amounts debited and credited to various accounts with persons and firms in business ventures and investments. They include such accounts as notes payable and receivable, bonds, and investments in vessels voyaging to other lands. Arranged by kind of account but in no apparent order. The ledger was kept probably by some member of the Pickering family but is not further identified.

MUSIC BOOK. 1 vol. 1/4 in. 50

This volume consists of handwritten musical scores and lyrics in English, French, and Italian. The name "Jane Pickering" appears on the inside cover. It was received by the War Department in 1909 along with other records donated by Henry Pickering, but it is not further identified.

Comprehensive Reference Materials Relating to the  
Revolutionary War and Its Records

LISTS AND OTHER REFERENCE MATERIALS RELATING TO REVOLUTIONARY WAR  
RECORDS. 1 vol. 1 in. 51

This volume duplicates the lists of organizations in series 28 and contains various other lists and compilations relating to persons or events, giving the locations of records or information concerning them. For example, there is a list of documents relating to Benedict Arnold and Major André, some of which are located in the Library of Congress and the New York State Library, and a list of papers of Zebulon M. Pike on file in the Office of The Adjutant General; information concerning the photographing of Revolutionary War records in the States (see entry 9); and a list of printed Revolutionary War records of the various States. Arranged by type of reference information. A list of the contents with page numbers is at the beginning of the volume.

"PRINTED BOOKS RELATING TO THE REVOLUTIONARY WAR." 1 vol. 1 in. 52

This volume, compiled by the Old Records Division, Office of The Adjutant General, around 1930, is a book of reference primarily to printed books and articles but also to some records in the custody of the War Department and occasionally in other depositories. It gives the names of persons, places, and sometimes events and biographic data or the location of the source material. Included in the volume are a few copies of letters sent by the Office of The Adjutant General in



answer to requests for information concerning persons or events of the Revolutionary War. Arranged alphabetically by name of person, place, or event. At the beginning of the volume there is a chronology of events for the period of March 23, 1775, through October 4, 1779.

CARD LIST OF GENERAL INFORMATION. 5 in.

53

A list on 3" x 5" cards prepared by the Old Records Division, Office of The Adjutant General, about 1930-33, containing mostly bibliographic information for books, articles, reports, and other published materials but including some information relating to the location of records in other depositories or about a specific individual, such as the burial place of an officer. Arranged alphabetically.











For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.







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PRELIMINARY



INVENTORIES

Number 145

RECORDS OF THE MILITARY GOVERNMENT  
OF CUBA

Compiled by Margareth Jorgensen

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962







PRELIMINARY INVENTORY OF THE RECORDS OF  
THE MILITARY GOVERNMENT OF CUBA

(Record Group 140)

Compiled by Margareth Jorgensen



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.







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Planning 1914-1918







## INTRODUCTION

On December 28, 1898, Maj. Gen. John R. Brooke, in accordance with an order of the President of the United States, published in General Orders No. 184, Headquarters of the Army, December 13, 1898, assumed command of the newly created Division of Cuba and also began to exercise the authority of Military Governor of the Island of Cuba. On January 1, 1899, the Spanish Governor General formally relinquished Spanish sovereignty over Cuba to the United States Evacuation Commission, which immediately transferred the control involved to General Brooke.

In establishing and conducting the Military Government of Cuba General Brooke and his successor, Maj. Gen. Leonard Wood, acted under the direction of the President with orders transmitted through the Secretary of War and the Division of Customs and Insular Affairs--a division of his office that later was to become the Bureau of Insular Affairs. The scope of the powers of the Military Governor had been set forth in an order of the President dated July 13, 1898, when the capitulation of Spanish forces in and around Santiago de Cuba made necessary civil control by the commander of the U.S. forces. General Wood later summarized those powers as "authority sufficient to conduct the government of the island and to institute such changes in the existing law and procedure, both in the general law of the land and municipalities, as he [the Military Governor] deemed necessary for the conduct of a just and stable government, ample to maintain order and to give adequate protection to property and vested rights, and to secure to the inhabitants of the island the greatest degree of liberty consistent with existent conditions."

By January 1899 the occupation forces had organized Cuba into seven military departments, later called districts, one for each province, with an additional one for the city of Havana. The civil government was reorganized by combining its components into four departments--those of State and Government, Finance, Justice and Public Instruction, and Agriculture, Commerce, Industries, and Public Works. On January 12, 1899, the Military Governor announced the names of the Cuban civilians who were to head each of these departments. As the subordinate bureaus were found to be in a highly chaotic condition, the military officers remained in charge until the civilian officials were gradually able to assume their duties. Control of the Customs Service (which included the incipient offices of the Treasurer and the Auditor of Cuba) remained with the Headquarters of the Military Governor, but the Customs Collector for Cuba acted under general directions from the Secretary of War.

On December 20, 1899, General Brooke relinquished his command and the military governorship to Maj. Gen. Leonard Wood. In his final proclamation, General Brooke stated that the Military Government had brought "food and work" to the Cuban people. Furthermore, he told the Cubans, they had "a complete organization" of municipal and provincial governments, "all in the hands of your own citizens, the 'military control' being purely advisory



and supervisory." General Wood increased the number of departments of the civil government to six by making two distinct departments of the former Department of Justice and Public Instruction and by setting up a Department of Public Works separate from the Department of Agriculture, Industry, and Commerce. The military organization headed by General Wood, which had been known as the Division of Cuba, was redesignated the Department of Cuba on November 15, 1900, and was so known until the end of the American occupation.

During the occupation, consuls representing foreign countries in Cuba received provisional recognition by the U.S. Secretary of State "upon the direction of the President." After being notified of such action by the Secretary of War, the Military Governor maintained direct relations with such officials.

On May 20, 1902, the United States yielded sovereignty over the island of Cuba to the Government of the Republic of Cuba, set up under Cuba's new constitution. An agency called the Late Military Government of Cuba was established in Washington to complete unfinished business and to arrange for the care of the Military Government's records. In order to fulfill the promise of Secretary of War Elihu Root that the Government of Cuba would pass to the President and Congress of Cuba as a "going concern," it was necessary that vouchers and accounts in the Office of the Auditor and elsewhere relating to the receipt and disbursement of funds during the period of the Military Government should remain accessible to the officers of the Government of Cuba. At the close of the period of occupation, therefore, General Wood was ordered to appoint an agent to take possession of the papers of the Military Government, and to retain them at such place in the island of Cuba as might be agreed upon with the new Government until they could be removed to the United States without detriment to that Government's current business. Accordingly, on May 18, 1902, General Wood appointed Frank Steinhart, the Chief Clerk of Headquarters, Department of Cuba, to take charge of the archives of the Military Government. In addition, Wood directed that all who might desire to communicate with him relative to matters connected with the Military Government were to direct their communications through Steinhart "for proper and complete record."

Steinhart began the shipment of records to Washington in August 1902 by sending a box of reports to General Wood. On October 17, 1902, the Quartermaster's agent at Havana reported to Steinhart that the auditor's records, amounting to 2,386 cubic feet, packed in 127 boxes, had been shipped to Washington. There they were temporarily stored in the U.S. Census Building. In February 1903 the Bureau of Insular Affairs, which had been given charge of the Military Government records, leased from the Merchants Transfer and Storage Company part of the building at 920 E Street, N.W. To that place the records of the Washington Office of the Late Military Government of Cuba were also transferred after it had ceased to function (about March 24, 1903).



Meanwhile General Wood, in October 1902, had ordered Steinhart to proceed to Washington with the remaining records. Because of the protest of President Palma of Cuba, however, they remained in Havana in Steinhart's charge until, when the question of the payment of rent arose, the Bureau of Insular Affairs ordered Steinhart to ship them so that they would arrive in Washington by July 1, 1903. In June Steinhart sent 128 boxes of records, amounting to 1,915 cubic feet, to Col. Clarence Edwards of the Bureau of Insular Affairs. The records were stored with those received previously. The Bureau of Insular Affairs engaged former employees of the Military Government of Cuba to service and care for them.

In 1911 and 1913 the consent of Congress was given for the disposal of the greater part of the records of the Military Government of Cuba. Unfortunately, among the records destroyed were the correspondence and reports of the Department of Charities and of the military departments that were concerned with efforts to rehabilitate the island. Nevertheless, the history of some of this work can be obtained from the fragmentary records remaining, from the reports and correspondence in the Civil File of Headquarters, from the records of the Bureau of Insular Affairs, and from the published reports of the Military Governors and their civil and military subordinates. Furthermore, the destruction of material containing much personnel information has been made less serious by the preparation for the Bureau of Insular Affairs from the records of the Military Government of abstracts filed so as to constitute a valuable index. Unfortunately it does not cover all the documents that related to Cuban or American service with the Military Government.

This inventory describes all extant records of the Military Government of Cuba that were brought to the United States and all extant records of the Late Military Government of Cuba. They amount to 250 cubic feet and constitute the whole of Record Group 140.

Records concerning the Military Government at the Washington level are chiefly in the files of the Bureau of Insular Affairs in Record Group 350 (see Preliminary Inventory No. 130). Additional information will be found in other records of the War Department, including those of the Office of the Chief of Engineers (Record Group 77), the Office of the Secretary of War (Record Group 107), and the Division of Cuba and the Department of Cuba (in United States Army Commands, Record Group 98). As other executive departments of the Government of the United States assigned men to assist the Military Government, their records may also prove of value to searchers.







# RECORDS OF THE MILITARY GOVERNMENT OF CUBA

## HEADQUARTERS RECORDS

The headquarters records of the Military Government of Cuba were kept by the Office of the Chief Clerk under the two general headings of "Military Division" and "Civil Division." In both divisions the records were organized according to a system devised by the Chief Clerk and termed by him the "Slip System." When a communication was received, a typewritten "record-slip" was made, which contained the name and address of the writer and a brief of the communication. If a communication had been forwarded to the office by endorsement, that and any intervening endorsements were also noted. Both the slip and the communication were then given a number. Communications pertaining to subjects previously recorded during any one year were supposed to be given the same record number, but there was a tendency to assign more than one number to a subject. As a result, documents concerning a given subject are frequently to be found in several files. Eventually, the information on the slips was used in the compilation of the indexes mentioned in entries 1, 5, 8, 11, 13, and 16.

The records organized by the Civil Division were labeled "Civil Files" to distinguish them from those of the Military Division, of which few are extant. Although the records kept and organized by the latter Division were concerned primarily with the military aspects of the occupation of Cuba, they supplement records of the Military Government proper.

### "Civil Files," Headquarters, Division and Department of Cuba

INDEXES TO LETTERS RECEIVED. 1899-1902. 4 vols. 1 ft. 1

Annual indexes of civil correspondence received by the office of the Military Government of Cuba (described in entry 3).

ABSTRACTS OF LETTERS RECEIVED. 1899-1902. 8 ft. 2

Abstracts of the general correspondence (described in entry 3) and also of some documents forwarded to other offices in Cuba or the United States. Reference to the reply is made by a summary of the action taken, by date, or by the number assigned in the "Letters Sent, Civil File" (entry 6). These records are arranged by year and thereunder numerically in accordance with the plan used for the general correspondence.

LETTERS RECEIVED. 1899-1902. 130 ft. 3

General file of letters received by the Military Government of Cuba, with related documents, including endorsements and copies of replies or briefs indicating the action taken. This series also contains some material belonging to the period after the termination of the Military Government; it consists of letters received by the agent of the War Department in charge of the records of the Military Government before they were shipped to the United States, and correspondence received by the Bureau of Insular Affairs relating to the records of the Military Government,



July 1903-October 1904. Later the Bureau of Insular Affairs added a subject in its own series (No. 12037) for such correspondence. The series is arranged for the most part numerically according to the "slip system" described above. Certain documents were segregated, however, and kept in file boxes marked "Special" or "Hold." Occasionally documents concerning the same general subject were brought together regardless of file number, for example, personnel records for 1900, which are to be found at the end of the files for that year. For a select list of subjects covered by the letters described in this entry, see the appendix.

SEGREGATED COASTING PERMITS AND OATHS OF MASTERS. 1899-1902.

4 ft.

Some unsegregated material of this class for the first part of 1899 is in the letters received (entry 3). Arranged alphabetically by port and thereunder by file number.

INDEXES TO LETTERS SENT. 1899-1902. 5 vols. 1 ft.

Annual indexes to outgoing correspondence (entry 6) from the Office of the Military Governor of Cuba. Arranged by year.

LETTERS SENT. 1899-1902. 6 ft.

Copies of replies to the correspondence described in entry 3. Letters were signed by Military Governors Brooke and Wood and by members of the staff of each. There are also copies of some letters signed by Frank Steinhart as "Official in Charge of Archives, Late Headquarters, Military Governor of Cuba" or as "Agent for the War Department and Official in Charge of Archives of Havana." In addition there are copies of letters dated later than July 1902 and written from the Office of the Chief of the Bureau of Insular Affairs.

LISTS OF WARRANTS PRESENTED FOR PAYMENT, DIVISION OR DEPARTMENT OF CUBA.

1899-1902. 3 vols. 1 ft.

Entries show to whom warrants were issued and for what purpose. There are references to letters received and letters sent concerning the warrants. Arranged by subject and by province or fiscal zone.

Records of the Late Military Government of Cuba, 1902-3

In order to complete the unfinished business of the Military Government of Cuba, an office known as the Late Military Government of Cuba was established in Washington, D. C., in June 1902. The office was under the control of General Wood and functioned until March 1903. The correspondence sent and received at the Washington office was kept in two groups: (1) that relating to the Late Department of Cuba, and (2) that relating to the Late Military Government of Cuba. Although the designation "military" was at times applied to the former and "civil" to the latter, the distinction is not easily discerned. Some correspondence from both groups was from time to time transferred to the correspondence file of the Military Government of Cuba (see entry 3).



INDEXES TO LETTERS RECEIVED, LATE DEPARTMENT OF CUBA. 1902-3.

2 vols. 4 in.

Annual indexes to the incoming correspondence (entry 10). Arranged alphabetically by name or general subject. 8

ABSTRACTS OF LETTERS RECEIVED, LATE DEPARTMENT OF CUBA. 1902-3.

8 in.

Contain summaries of letters (entry 10) with mention of enclosures, followed by an indication of the action taken including an endorsement of the original letter. Numbered and arranged like the abstracts described in entry 2. 9

LETTERS RECEIVED, LATE DEPARTMENT OF CUBA. 1902-3. 4 ft. 10

Correspondence and related papers concerning such matters as problems of the former Military Government of Cuba, the transfer and promotion of officers, reports by officers and civilians, and the publication of reports of the Military Government. Numbered and arranged in accordance with the plan used for the general correspondence described in entry 3.

INDEXES TO LETTERS SENT, LATE DEPARTMENT OF CUBA. 2 vols. 4 in. 11

Annual indexes to the correspondence described in entry 12.

LETTERS SENT, LATE DEPARTMENT OF CUBA. 1902-3. 8 in. 12

Typewritten copies of correspondence signed by General Wood, his aide Lt. Frank McCoy, Capt. Hugh L. Scott, and the Chief Clerk of the liquidation office in Washington. The correspondence relates mainly to the transfer and promotion of officers and enlisted personnel formerly employed with the Military Government of Cuba, the final reports, and the publication of the reports. Numbered and arranged in general chronologically.

INDEXES TO LETTERS RECEIVED, LATE MILITARY GOVERNMENT OF CUBA. 1902-3.

2 vols. 4 in.

Annual indexes arranged similarly to those described in entry 11. 13

ABSTRACTS OF LETTERS RECEIVED, LATE MILITARY GOVERNMENT OF CUBA. 1902-3.

10 in.

Briefs of correspondence described in entry 15, with an indication of the related material enclosed, the date or number of the reply, and summaries of endorsements. Arranged by numbered subject and thereunder chronologically. The longer briefs are indexed by name of person discussed with a reference to the pertinent page of the brief. 14

LETTERS RECEIVED, LATE MILITARY GOVERNMENT OF CUBA. 1902-3. 3 ft. 15

Designated as indicated above but contain some copies of "Letters Sent" and other related papers. The correspondence concerns civil service or other positions for American civilians formerly employed with the Military Government of Cuba, accounts of expenditures by the Late Military Government of Cuba, and requests for information relating to Cuban problems. The correspondence is arranged by subject.



INDEXES TO LETTERS SENT, LATE MILITARY GOVERNMENT OF CUBA. 1902-3. 2 vols. 4 in. 16  
Annual indexes relating to the correspondence described in entry 17.

LETTERS SENT, LATE MILITARY GOVERNMENT OF CUBA. 1902-3. 5 in. 17  
Mostly typewritten copies of correspondence signed by General Wood and his assistants. Arranged chronologically.

REPORTS OF OFFICIALS OF THE MILITARY GOVERNMENT. 1901-2. 6 ft. 18  
Chiefly original drafts or galley proofs. There are also unnumbered telegrams concerning the publication of the reports.

PAYROLLS AND CHECKS. 1902-3. 2 in. 19  
Unnumbered payrolls of the Washington office and checks drawn by the Disbursing Clerk, B. F. Davis. Other payrolls are included in the correspondence described in entry 15.

#### RECORDS OF THE OFFICE OF THE TREASURER OF CUBA

The normal functions of a Treasury Department in the Military Government of Cuba were first assigned to the Customs Service, the collectors for which had previously been appointed. This arrangement soon proved burdensome to the customs officials, and a separation of customs and treasury functions was begun on February 3, 1899, with the assignment of Maj. Eugene F. Ladd as Treasurer and Disbursing Officer of the Customs. On March 14, 1899, Major Ladd was also designated Auditor for the Island of Cuba. On May 8, 1899, by an Executive order, the Office of Treasurer of the Island of Cuba was established. This position was held by Major Ladd until April 1, 1901, when Carlos Roloff became Treasurer of Cuba under the jurisdiction of the Cuban Department of Finance.

"LEDGER OF ACCOUNTS, CUBA, VOL. 4." July 1900-June 1901. 1 vol. 1 in. 20

Lists the monthly sums of warrants, deposits, expenditures, and balances of officials concerned with postal and internal revenue collections. Entries giving accounts of postal officials are arranged alphabetically by initial letter of the name of the town, and entries giving accounts of internal revenue collectors are arranged by the month of the collections and thereunder by name of the collector.

"LEDGER OF ACCOUNTS, CUBA, POSTAL AND INTERNAL REVENUE, F.Y. 1902." July 1901-May 1902. 1 vol. 1 in. 21

Lists the monthly sums of warrants, deposits, expenditures, and balances of officials concerned with postal and internal revenue collections. Entries giving accounts of postal officials are arranged alphabetically by initial letter of the name of the town, and entries giving accounts of internal revenue collectors are arranged by the month of the collections and thereunder by name of the collector.



ACCOUNTS OF OFFICIALS CONCERNED WITH MISCELLANEOUS FUNDS. June 1901-May 1902. 1 vol. 2 in. 22

Labeled "Ledger of Accounts, Cuba, Miscellaneous, F.Y. 1902."

The volume contains a monthly statement for each officer of the total sum of revenue collected, expended, or deposited, and also of the amounts for which warrants were issued. The accounts concern sums derived from such sources as railroads, hospitals, and the sale of property; or expended for such purposes as barracks, reform schools, the Maceo monument, and construction on the Isle of Pines. Entries are arranged alphabetically by initial letter of name of officer or official.

CASH REGISTER. June 1900-May 1902. 2 vols. 3 in. 23

Labeled "Treasurer of Cuba--Cash Register." The volumes contain monthly accounts of disbursing officers and officials collecting revenue, including customs officers, postmasters, and treasury officials. Deposits made and warrants drawn are also included. Entries are arranged alphabetically by initial letter of name of officer or collector.

RECORD OF DISBURSEMENT OF INSULAR FUNDS BY THE NORTH AMERICAN TRUST COMPANY. 1899-1901. 5 ft. 24

These documents indicate the amount paid by the trust company to disbursing officers and officials, and also the commission due the company for the service. Arranged by year and thereunder by month.

ACCOUNTABLE WARRANT STUB BOOKS. 1901-2. 6 in. 25

Warrants authorized on April 17, 1901, to establish a credit fund upon which a disbursing officer could draw. They were first approved by the Military Governor and the Auditor, and were preceded by requisitions made to the same officers, which were similarly approved. Numbered consecutively as issued.

#### RECORDS OF THE OFFICE OF THE AUDITOR FOR CUBA

When the Military Government of Cuba was established in January 1899, no general plan had been formulated for the auditing of financial records. To perform this function, some auditors were detailed from the Office of the Quartermaster, others--including Jared D. Terrill and Abraham L. Lawshe--were sent from the United States, and one capable and experienced Cuban was employed. Appointments and general regulations relating to auditing were made by the War Department at Washington after consultation with Military Government officials on the island. In the first organization of the auditing function, William W. Barre, who had been transferred from Puerto Rico about December 1898 to act as "Special Auditor" for Santiago and Santiago Province, was allowed to continue in this capacity; William P. Watson was appointed Auditor of Customs; Fontes y Sterling became Auditor for the Department of Finance; and William H. Reeves became Chief of the Bureau of Postal Accounts, Department of Posts. Maj. Eugene F. Ladd, as Treasurer and Auditor of the Island of Cuba, had charge of all accounts that had not been otherwise assigned.



The centralization of the functions of auditing was begun on May 8, 1899, with the appointment of W. P. Watson as "Auditor of the Island of Cuba," with William H. Reeves and William H. Emery as Assistant Auditors of Posts and of Customs, respectively. On August 23, 1899, Civil Order No. 146, Headquarters, Division of Cuba, promulgated an Executive order of June 27, 1899, establishing the position of "Assistant Auditor for auditing the accounts of the Department of Internal Revenue," to which position Fonts y Sterling was appointed. On January 16, 1900, Watson resigned and was succeeded by W. H. Emery, who served until March 17, 1900, when W. H. Reeves became Acting Auditor. On April 17, 1900, Maj. E. C. Brooks became Auditor, a position he retained until the general reorganization of April 1, 1901.

When W. H. Emery became Auditor he was succeeded as Assistant Auditor for Customs by the Special Auditor for Santiago, W. W. Barre. A Deputy Auditor of the U.S. Post Office Department, Abraham L. Lawshe, served in Cuba as "Assistant Auditor for Posts" during the period May-December 1900, while he conducted a reaudit of the postal accounts of the island. About January 1901 both Lawshe and Barre left Cuba for other positions, and they were succeeded by "Acting Assistant Auditors," who designated themselves "Chiefs of Divisions." The position of "Assistant Auditor" was abolished by a civil order of Headquarters, Department of Cuba, on March 22, 1901, which made provision for a Deputy Auditor and a Chief Clerk. These positions were given to Fonts y Sterling and Leonard H. Mattingly, respectively. With the accumulation of work, other "divisions" were added to the Office of the Auditor of the Island of Cuba, but as early as March 1, 1901, the following organization had been achieved:

- Customs Division (William H. Lancashire, Acting Chief)
- Internal Revenue Division (Ernesto Fonts y Sterling, Chief)
- Miscellaneous Division (James L. Slaughter, Chief)
- Postal Division (Arthur J. Bowle, Acting Chief)
- Property Returns Division (Leonard H. Mattingly, Acting Chief)
- Mail and Records Division (Leonard H. Mattingly, Acting Chief)
- Bookkeeping and Warrants (Nathaniel Nathan, Chief)

The old system (under which each department had its own Assistant Auditor, who received his own mail and sent replies of which the Auditor of the Island had no cognizance) was replaced under the new divisional organization by a system under which all accounts and correspondence were forwarded to the Auditor. The function of keeping a "proper record of correspondence" was assigned to the Mail and Records Division. It was discovered at this time that the lack of uniformity in recordkeeping that had prevailed had contributed materially to the difficulties experienced in establishing a logical connection between accounts and correspondence and related data. The prevailing practice of dividing the revenue receipts of the island into customs receipts, postal receipts, internal revenue receipts, and miscellaneous receipts was, upon investigation by the Auditor, declared to be "vexatious in the extreme and conducive to no practical



results." As a result, and under authority of an Executive order dated March 21, 1901, the Secretary of War published new rules and regulations for the accounting system of the Military Government.

Under the new rules and regulations all the money advanced to any officer of the Military Government was to be drawn from one fund only, which was to be known as the "Revenues of Cuba." Instead of the divisions handling the collection and disbursement of specific funds (customs, internal revenue, miscellaneous, and the like), there were to be established a Division of Disbursement and a Division of Revenue (collection). Postal funds were excluded from the reorganizations; consequently, the Postal Division was to continue. The reorganization went into effect on April 1, 1901. On May 23, 1901, the new "Auditor for Cuba," J. D. Terrill, issued a circular establishing the following divisions:

- Division of Disbursements (H. J. Van der Beek, Chief)
- Division of Revenue (William H. Lancashire, Chief)
- Postal Division (Arthur J. Bowle, Chief)
- Property Returns Division (H. M. Wood, Chief)
- Division of Bookkeeping and Warrants (Nathaniel Nathan, Chief)
- Mail and Records Division (Leonard H. Mattingly, Chief Clerk)

On May 26, 1900, the U.S. Senate had directed its Committee on Relations with Cuba to investigate and report on the money received and expended in Cuba from the date of occupation by the military forces of the United States until April 30, 1900. The report was specifically to include a statement of public works of every kind and a statement of the personal property purchased or procured and entrusted to any officer of the Military Government during that period. This project was eventually turned over to the Property Returns Division of the Office of the Auditor for Cuba.

Shortly after he was appointed Auditor for the Island of Cuba, Maj. E. C. Brooks established a central files system in the Mail and Records Division. Under this system, papers were collected from clerks of the Office of the Auditor, who had "hitherto kept fragmentary records of an unsatisfactory character"; accounts themselves were numbered; and correspondence pertaining to accounts was collected, recorded on cards, and filed in envelopes with the accounts. In actual practice, however, not all documents were so treated; and there are, therefore, unnumbered and loose papers to be found among the unbound records collected by the Mail and Records Division. Succeeding Auditors of the Military Government of Cuba made other changes in the handling of the records of the office, in the enforcement of its regulations, and in the methods used in order to avoid having certain types of work in arrears.

The accounts of the Military Government of Cuba were legally closed on May 19, 1902. Work on the accounts was completed in Havana by July 19, 1902. On July 26, 1902, Auditor Terrill delivered the records of his office to the agent for the War Department of Cuba, Frank Steinhart.



INDEX TO "LIGHT" AND "HEAVY" DOCUMENTS. 1899-1902. 13 ft. 26

An index on 3" by 8" cards arranged alphabetically by name, subject, or location, and pertaining to records described in entries 28 and 29. From A through R the index is divided by larger cards into subclassifications of "general," "accounts current," and "property returns."

CROSS-REFERENCE CARDS FOR DOCUMENTS RECEIVED WHOSE ORIGINAL NUMBERS WERE VOIDED. 1899-1902. 5 in. 27

A compilation on 3" by 8" cards, called the "Busted Numbers File," indicating the documents described in entry 28 whose numbers were changed from that originally given to them. Arranged numerically.

"LIGHT" AND "HEAVY" DOCUMENTS RECEIVED. 1899-1902. 243 ft. 28

Documents received by the Office of the Auditor were stamped "L. D." (Light Document) or "H. D." (Heavy Document), according to the size of the individual document or package of documents. These classes of documents were filed separately, although they were numbered consecutively, 1-29756. Frequently documents also carry file numbers of other offices of the Military Government, particularly that of the correspondence of the "Civil File, Headquarters, Department of Cuba." "Light Documents" (108 ft.) include estimates and requisitions of disbursement officers, Treasurer's receipts, copies of contracts, statements of apportionment and transfer of funds, and correspondence concerning applications, promotions, and resignations of employees. "Heavy Documents" (135 ft.) include abstracts of expenditures, statements of audited "miscellaneous" accounts, cash books used by individual disbursement officers, postal warrants, payrolls, property returns, bills of lading of public property, contracts for public works, records concerning Oscar S. Durfee, and copies of letters to the Department of Posts.

SEGREGATED CORRESPONDENCE AND RELATED DOCUMENTS. 1899-1902. 3 ft. 29

These records were apparently segregated or held without filing, although some were received from the Civil File of Headquarters, Division or Department of Cuba, and the Division of Insular Affairs of the War Department. Payrolls and other material were received from such sources as the Office of the Treasurer of Cuba, the Cuban Postal Department, the property division of the Auditor's Office, and from Cuban paymasters, particularly those of hospitals and asylums. In addition there are lists of other officials with mention of their titles and stations; papers and reports of special postal agents; original treasury receipts for the collection of revenue; records forwarded by the Chief, Division of Insular Affairs, including abstracts, vouchers, and certified copies of accounts current of disbursement officers; correspondence concerning methods and regulations to be used in auditing the fiscal records of the various offices of the Military Government; salaries allowed by the Military Governor for members of the Cuban Constitutional Convention; and reports of employees who had served in the Cuban Army. Part of the records are covered by the index described in entry 26. These materials are generally arranged by subject or by type of document.



SEGREGATED MATERIAL RELATING TO AUDITS INVOLVING THE CUSTOMS SERVICE.

1898-1902. 3 ft.

30

Correspondence of the Auditor of Customs for Cuba and the Assistant Auditor for Cuba with the Collector of Customs for Cuba, officials of his office, and collectors for the various ports of Cuba, concerning dues collected and the resulting accounts, including transfers of funds. There are receipts of payments made by the Collector of Customs to Maj. Eugene F. Ladd in 1899 while he served as "Treasurer for Customs." The above-mentioned records concern functions performed by the Customs Service of Cuba, which under a civil government would have been assigned to captains of the port and consular officials. Also included are lists of appointees and pay-rolls (with some mention of lighthouse and health office employees). Records for the Port of Havana include statements concerning errors in customhouse entries for 1902. Arranged in part alphabetically by port.

CORRESPONDENCE OF THE AUDITOR WITH THE ADJUTANT GENERAL OF THE DEPARTMENT OF CUBA. Apr. 24, 1900-Jan. 5, 1901. 2 in.

31

Correspondence of E. C. Brooks, as Auditor for the Island of Cuba, with the Adjutant General at Headquarters, Division or Department of Cuba, concerning the accounts of officials and employees of the Military Government. Included are referrals to the Auditor from General Wood. Arranged chronologically.

CORRESPONDENCE WITH AND CONCERNING THE DEPARTMENT OF POSTS. 1900-1902. 3 in.

32

Relates to the commissions, salaries, leave, and accounts of postal officials and employees, bills of the Department of Posts, transfers of funds, and payments made and funds held by the North American Trust Company for the Director of Posts. There are copies of letters sent by the auditor, concerning postal and money order accounts and illustrating the relationship of the Cuban postal service to that of the United States. Included are lists of postal employees, January 1, 1899, and July 1, 1901. Other correspondence concerning money orders has been disposed of. Arranged chronologically.

LETTERS SENT BY THE TREASURER AND AUDITOR FOR THE ISLAND OF CUBA,

MAJ. E. F. LADD. Apr. 10-Aug. 10, 1899. 1 vol. 1 in.

33

Press copies concerning the audit of accounts of disbursements officers and officials other than those of the Department of Posts and the Custom Service. Although Major Ladd was no longer Auditor for the Island of Cuba upon the appointment of William H. Watson on July 1, 1899, he completed his audit of certain accounts from the previous fiscal year under the simple title of "Auditor." Arranged chronologically. Indexed.

LETTERS SENT BY THE AUDITOR AND THE ASSISTANT AUDITOR FOR CUSTOMS.

Feb. 1, 1899-June 14, 1900. 5 vols. 7 in.

34

This series was begun as correspondence of the Auditor, but the volumes were eventually considered "copy books" of the Assistant Auditor's Office. They contain press copies of letters concerned with customs



accounts and include correspondence with the Secretary and the Assistant Secretary of War. Cross-referenced to preceding and succeeding letters on the same subject. Arranged chronologically. Indexed.

LETTERS SENT BY THE AUDITOR FOR CUBA. July 5, 1899-July 14, 1902.

18 vols. 2 ft.

35

Press copies of letters sent by W. H. Watson from the time he became Auditor for the Island of Cuba, and by succeeding Auditors. The volumes containing letters for the period June 26, 1900-April 1, 1901, are entitled "Letter Books of the Miscellaneous Division," and later volumes are designated as those of the Division of Disbursement. Included are letters sent to the Treasurer for Cuba, the Adjutant General, and civil officials. Arranged chronologically as sent. Indexed, except for one volume.

GENERAL CORRESPONDENCE OF THE POSTAL DIVISION OF THE OFFICE OF THE

AUDITOR. Aug. 28, 1899-Mar. 2, 1900; Oct. 11, 1900-July 17, 1902.

7 vols. 8 in.

36

Press copies of letters sent, with some copies of communications received. The series begins with records signed by the "Auditor for the Department of Posts." Volumes containing letters signed by the Auditor for the Island of Cuba are labeled "Postal Department, General Division." Later volumes are entitled "Postal Division, General Correspondence." Arranged chronologically as sent. The first six volumes are indexed.

LETTERS SENT BY A. L. LAWSHE WHILE REAUDITING RECORDS OF THE DEPARTMENT OF POSTS. Mar. 11-Oct. 11, 1900. 4 vols. 5 in.

37

Press copies. Lawshe, Deputy Auditor of the U.S. Post Office Department, was assigned to the Military Government of Cuba to act as Assistant Auditor for Posts in order to reaudit the records of the Department of Posts and to inaugurate a system in strict conformity with the rules and instructions promulgated by the Assistant Secretary of War on May 11, 1899. Arranged chronologically as sent. Indexed.

LETTERS SENT BY THE OFFICE OF THE AUDITOR REGARDING MONEY ORDERS AND EXCHANGE. July 2, 1900-July 16, 1902. 13 vols. 1 ft.

38

Press copies of a series of letters begun by A. L. Lawshe, while reauditing the records of the "Department of Posts," and continued by the Auditors of Cuba. They were addressed to such officials as the postmasters of Cuba, the Director General of Posts, the Auditor of the U.S. Post Office Department, Washington, and the Chief of the Division of Insular Affairs of the War Department. Arranged chronologically as sent. Indexed.

LETTERS SENT TO COLLECTORS OF CUSTOMS, CAPTAINS OF THE PORT, AND OTHER OFFICIALS. Oct. 2, 1900-June 24, 1901. 2 vols. 2 in.

39

Press copies of letters signed by the Assistant Auditor or by the Auditor for Cuba, which emanated for the most part from the office of W. H. Lancashire, who became Acting Chief of the Customs Division and, after the reorganization of 1901, Chief of the Revenue Division.



The correspondence concerns both disbursing and revenue accounts.  
Arranged chronologically as sent. Indexed.

"MISCELLANEOUS LETTERS--ENDORSEMENTS." May 27, 1901-July 19, 1902.

6 vols. 7 in.

40

Press copies of letters and telegrams sent by Auditor Terrill to such officials as the Superintendent of the Department of Charities, the Secretary of the Department of Works, the Adjutant General of the Department of Cuba, and the Chief of the Division of Insular Affairs of the War Department. The communications concern general questions relating to the funds of Cuba, the contents and use of the records of the office, and replies to applicants or notices to employees. They also include some office orders, circulars, and announcements to "Chiefs of Divisions." Arranged chronologically as sent or issued. Volumes 1 and 2 are indexed.

LETTERS SENT BY THE OFFICE OF THE INTERNAL REVENUE DIVISION. Jan. 2-

Feb. 28, 1901. 1 in.

41

Copies of letters sent by the Assistant Auditor, E. Fonts y Sterling, and by the Auditor to various Cuban officials concerning the collection of internal revenue. These are records from a transition period in the Office of the Auditor. Fonts y Sterling was soon to become Deputy Auditor, and the collection of all forms of revenue was to be audited in a Division of Revenue. Arranged chronologically.

LETTERS SENT BY THE CHIEF OF THE DIVISION OF PROPERTY RETURNS, H. W. WOOD.

June 20, 1901-Apr. 8, 1902. 1 vol. 1 in.

42

Press copies of letters sent to the Chief Clerk and to chiefs of other divisions in the Office of the Auditor for Cuba in regard to the rendition of property returns and the issuance of certificates of nonindebtedness of officers responsible for property. Included are reports on the work of the Division of Property Returns and its employees. Arranged chronologically.

LETTERS SENT BY THE REVENUE DIVISION, OFFICE OF THE AUDITOR, CONCERNING THE COLLECTION OF REVENUE. June 24, 1901-July 8, 1902. 2 vols.

2 in.

43

Correspondence of W. H. Lancashire as Chief of the Division of Revenue. Included are letters to the Auditor concerning the personnel of the Division. Arranged chronologically as sent. Indexed.

REPORTS OF THE AUDITOR TO THE SECRETARY OF WAR. Feb. 3-Mar. 18, 1900.

1 vol. 1 in.

44

These reports explain the handling of accounts received in the Office of the Auditor for the Island of Cuba. Arranged chronologically.

REGISTER OF THE TREASURER'S RECEIPTS. June 20, 1899-June 2, 1900.

1 vol. 3 in.

45

A record of the funds received by the Treasurer for the Island of Cuba as shown by his receipts in the Office of the Auditor. Arranged



numerically by receipt in tabular form, showing by whom paid, the official title and the location of the payer, and the source of revenue (customs, postal, miscellaneous, or internal revenue).

TREASURER'S RECEIPTS. Aug. 31, 1899-May 31, 1902. 11 vols. 1 ft. 46

Press copies of letters from the Auditor containing statements concerning funds credited by the Treasury to the accounts of officers and officials collecting and disbursing revenue. Arranged chronologically by date of statement.

REGISTERS OF REQUISITIONS RECEIVED BY THE AUDITOR. June 15, 1899-

Aug. 30, 1900; May 16, 1901-May 19, 1902. 2 vols. 3 in. 47

Records of the requisitions drawn by U.S. Army disbursing officers and by Cuban officials. The requisitions indicate the title of the drawer, his address, the date of reference to the Governor General, the date of authorization, the fund charged, the amount requested, and the amount allowed. Beginning May 16, 1901, there have been noted the period for which the requisition was drawn and the warrants drawn upon each requisition. The number and amount of each warrant are also shown. The requisitions are numbered consecutively as listed.

REGISTER OF ACCOUNTABLE WARRANTS ISSUED BY THE OFFICE OF THE AUDITOR TO DISBURSING OFFICERS AND OFFICIALS. June 28, 1899-May 19, 1902.

1 vol. 1 in. 48

Records accountable warrants showing date issued, to whom payable, official title and location of payee, for whom drawn, month for which the warrant applied, date sent to the Treasurer, fund charged, and amount. Arranged consecutively by warrant number (001-4119).

POSTAL WARRANTS ISSUED BY THE AUDITOR FOR THE DEPARTMENT OF POSTS.

June 20, 1899-Aug. 3, 1900. 1 vol. 1 in. 49

Press copies of documents signed by William H. Reeves as Auditor for the Department of Posts. They indicate the person to whom the warrant was issued, its number, its amount, and the purpose for which it was issued. Arranged chronologically as sent. Indexed.

RECEIPTS FOR PAPERS PERTAINING TO ACCOUNTS CURRENT OF COLLECTORS OF CUSTOMS AND CAPTAINS OF THE PORT. Apr. 10, 1901-June 22, 1902.

1 vol. 1 in. 50

Press copies that were begun as records of the "Customs Division" and continued by the Division of Revenue, established May 23, 1901. Therefore accounts received after that date concern only revenue accounts, while those for the earlier period concern both the collection and the disbursement accounts of port officials. Cross-referenced to the Auditor's file of "Light" and "Heavy" Documents (entry 28). Indexed.

ACKNOWLEDGMENT OF THE RECEIPT OF ACCOUNTS CURRENT AND STATEMENTS OF DIFFERENCES. July 1, 1900-May 15, 1901. 1 vol. 1 in. 51

Press copies of statements concerning the receipt of accounts of disbursing officers and officials except those connected with posts and



ports. Signed by the "Acting Assistant Auditor for the Island of Cuba," J. L. Slaughter, who became Chief of the "Miscellaneous Division" and who was succeeded by H. J. Van derBeek, later Chief of the Division of Disbursements. The series also contains statements of differences signed by Auditor Brooks. The statements mention file numbers given to the papers received. Arranged chronologically by date of statement. Partly indexed.

ACKNOWLEDGMENT OF THE RECEIPT OF ACCOUNTS CURRENT AND RELATED PAPERS OF DISBURSING OFFICERS AND OFFICIALS. May 15, 1901-May 26, 1902. 2 vols. 2 in. 52

Press copies of statements concerning the receipt of accounts current and accompanying papers, with an indication of the number under which they were filed. Signed at first by the Chief of the Disbursement Division and later by the Deputy Auditor. Arranged chronologically as sent.

STATEMENTS CONCERNING ACCOUNTS CURRENT SENT BY THE AUDITOR TO DISBURSING OFFICERS OTHER THAN THOSE OF THE DEPARTMENT OF POSTS. Oct. 21, 1899-Jan. 15, 1901. 2 vols. 4 in. 53

These volumes contain "Reconciling Statements" from the Auditor for Cuba to officers disbursing and collecting revenue. Volume 1, begun by William P. Watson, is cross-referenced to preceding and succeeding reports sent to the officers and is indexed.

STATEMENTS OF ACCOUNTS CURRENT AS FOUND BY THE CUSTOMS DIVISION.

Dec. 3, 1900-Apr. 1, 1901. 1 vol. 1 in. 54

Press copies of statements of differences as well as of the balances credited to the accounts of port officials. Labeled "Reconciling Statement, Assistant Auditor's Office," but continued from the period of the Assistant Auditor for Customs to that of the Customs Division. Arranged chronologically. Indexed.

STATEMENTS OF DIFFERENCES SENT BY THE OFFICE OF THE AUDITOR TO THE COLLECTORS OF CUSTOMS AND CAPTAINS OF THE PORT. Jan. 30-June 29, 1901. 1 vol. 1 in. 55

Press copies of reconciling statements reporting corrections in the accounts current of port officials as made in the Customs Division and the Revenue Division of the Office of the Auditor for Cuba. They are signed by William H. Lancashire and approved by the Auditor. Arranged chronologically as sent. Indexed.

STATEMENTS OF DIFFERENCES SENT TO POSTMASTERS BY THE OFFICE OF THE AUDITOR. Oct. 11, 1900-June 28, 1901. 3 vols. 3 in. 56

Press copies of reconciling statements by A. J. Bowle, Acting Assistant Auditor for Posts and later Chief of the Postal Division, in which he forwarded statements of the balances of accounts current with explanations of differences between the Auditor's statement and that of the postal official. Arranged chronologically as sent. Indexed.



STATEMENTS OF ACCOUNTS AND OF DIFFERENCES SENT TO CERTAIN OFFICERS BY  
THE MISCELLANEOUS DIVISION, OFFICE OF THE AUDITOR. Jan. 1-Mar. 27,  
1901. 1 vol. 1 in. 57

Entitled "Reconciling Book" and signed by the Auditor for the Island  
of Cuba and the Acting Assistant Auditor, J. D. Slaughter. Arranged  
chronologically as sent. Indexed.

STATEMENTS OF DIFFERENCES SENT BY THE DIVISION OF REVENUES TO COLLECTORS  
OF REVENUE. June 29, 1901-May 17, 1902. 1 vol. 1 in. 58

Press copies of reconciling statements concerning the accounts  
current of U.S. Army officers and Cuban officials. They relate to cus-  
toms and to internal revenue receipts. Arranged chronologically as sent.  
Indexed by office or official, with an indication of the monthly settle-  
ments made.

STATEMENTS RELATED TO THE SETTLEMENT OF DISBURSEMENT ACCOUNTS.

Aug. 5, 1901-July 12, 1902. 2 vols. 3 in. 59

Statements of differences arising in the settlement of disbursement  
accounts, except those of the Department of Posts. The file numbers given  
to the papers are mentioned and the letters are cross-referenced to pre-  
ceding and succeeding related reports. Arranged chronologically as audited.  
Indexed.

CASH REGISTER OF ACCOUNTS OF INDIVIDUALS COLLECTING AND DISBURSING FUNDS.

July 1, 1901-May 19, 1902. 1 vol. 3 in. 60

A register of warrants drawn and deposits made by officers and  
officials collecting or disbursing funds of the island. Postal receipts  
are entered for the period July 1-Nov. 30, 1901, only; and money orders,  
for the period August 9, 1901-May 19, 1902, only. Arranged by account  
of officer or official and thereunder chronologically.

REGISTER OF ACCOUNTS EXAMINED AND CERTIFIED BY THE OFFICE OF THE AUDITOR  
AND CHARGED TO INTERNAL REVENUE. Oct. 18, 1899-July 8, 1902. 1 vol.  
2 in. 61

A record of the periodic audit of accounts of officers or other  
agents authorized to receive or disburse "internal revenue" funds of the  
island. The information is tabulated in the same manner as that in entry  
60. Listed consecutively by certificate number.

REGISTER OF ACCOUNTS EXAMINED AND CERTIFIED BY THE AUDITOR AND CHARGED  
TO MISCELLANEOUS REVENUE. Oct. 21, 1899-May 19, 1902. 1 vol.  
2 in. 62

Included are accounts of Signal Corps officers, captains of the  
port, and the military director of a railroad, whose accounts were re-  
lated to "Miscellaneous Receipts" or their disbursement. The record lists  
the name, the title, and the location of the officer, the class of the  
account, the period covered, the date of the "certificate of audit," and  
the balance, if any, due the Military Government. Listed consecutively  
by certificate number.



RECORD OF ACCOUNTS RECEIVED AND EXAMINED BY THE OFFICE OF THE AUDITOR.

Aug. 1899-Mar. 1901. 1 vol. 2 in. 63

This is apparently the first volume registering the accounts of U.S. Army officers and of Cuban officials, which were received and audited. Listed by consecutive number and the name of the officer, generally on the day when the document was received.

REGISTER OF ACCOUNTS EXAMINED AND CERTIFIED BY THE OFFICE OF THE AUDITOR.

June 13, 1901-Mar. 9, 1903. 1 vol. 2 in. 64

The volume is labeled "Register of Accounts Certified--Revenue." Otherwise it contains information similar to that in the books described in the two preceding entries. It includes accounts for the Washington Office of the Late Military Government. Arranged numerically by date of certificate.

REGISTER OF TRANSFER OF FUNDS BETWEEN DISBURSING OFFICERS. Aug. 31, 1901-

May 19, 1902. 1 vol. 2 in. 65

Listed by the account of U.S. Army disbursing officers or Cuban officials, with an indication of the amounts debited or credited. Arranged by individual account and thereunder chronologically.

REGISTER OF TRANSFER WARRANTS ISSUED BY THE AUDITOR. July 15, 1899-

May 15, 1902. 1 vol. 2 in. 66

Shows the amount drawn from one source of revenue for the benefit of another in cases of temporary deficiencies. Arranged chronologically by date of transfer.

"DIVISION OF APPROPRIATIONS IN EXPENDITURES." July-Dec. 1899. 1 vol. 2 in. 67

This volume lists the "certificates" granted to disbursing officers, with a tabulation showing the location of each, and also the amount they expended under such headings as sanitation, rural guards, charities and hospitals, and civil government. The documents were listed chronologically as issued.

FINANCIAL RECORDS OF THE JUCARO AND SAN FERNANDO RAILROAD. 1899-1900.

5 vols. 6 in. 68

Accounts showing income and expenditures during the period when Oscar S. Durfee served as Military Director and Superintendent of the railroad. Arranged chronologically. One volume is indexed.

RECEIPTS AND EXPENDITURES. 1899-1902. 4 vols. 5 in. 69

Labeled "Record of Distribution of Receipts and Expenditures in Cuba," these volumes show the receipt of revenue by funds and its distribution by departments, offices, and municipalities, and by the "Military Department." The volume for the fiscal year 1902 also contains a summary for the period July 18, 1898-May 19, 1902. Arranged by subject or location and thereunder chronologically. An "index," actually a table of contents, is included in all but one volume.



ABSTRACT OF DISBURSEMENTS BY PROVINCES. Jan.-June 1900. 2 vols.

3 in.

70

Monthly tabular statements of expenditures for the provinces and the "Island of Cuba," as made by the disbursement offices and listed under such headings as the municipalities, the customs service, the Cuban census, the "Military Government," and the civil "department" of the Cuban Government.

LEDGER OF GENERAL ACCOUNTS OF THE POSTAL SERVICE. July 1900-Sept. 1901.

1 vol. 1 in.

71

A record of such accounts as rent, light, salaries, and postal receipts, which was kept in the office of the Auditor. Arranged by account and thereunder chronologically.

LEDGER OF MISCELLANEOUS PAYMENTS BY THE POSTAL SERVICE. July 1, 1900-

May 19, 1902. 1 vol. 2 in.

72

A record of miscellaneous expenditures, which was kept in the office of the Auditor. Arranged by account of firm concerned and thereunder chronologically.

GENERAL LEDGER OF THE MILITARY GOVERNMENT. June 28, 1899-Mar. 31, 1902.

2 vols. 4 in.

73

A record of receipts and warrants charged to the account of the Treasurer of Cuba and to the four general sources of revenue: customs, miscellaneous, postal, and internal revenue. Arranged by account and thereunder chronologically.

LEDGERS. June 28, 1899-Mar. 9, 1903. 10 vols. 2 ft.

74

Accounts of collections and disbursements made by officers, officials, and agents of the Military Government and kept in "Personal Ledgers." Included are such other accounts as those of claimants and of funds transferred to the President-elect of the Republic of Cuba. Accounts of officials of the Department of Posts are listed in volumes 7 and 8. Volumes 3 and 6 are marked "Revenue" and are continued in volume 9. Other accounts recorded in volume 2 are continued in volumes 5, 10, and 11. Volume 4 is missing. There is a separate index for volume 6.

RECEIPTS AND EXPENDITURES OF THE MILITARY GOVERNMENT. June 1899-May 1902.

3 vols. 6 in.

75

Expenditures are listed by the warrants issued to disbursing officers, with a tabulated record of sources (customs, postal, internal revenue, and miscellaneous). Receipts are recorded similarly by year and thereunder consecutively by number and by official, with an indication of the title and location of the official and the source of revenue. Since the auditing of accounts was not always done in the fiscal year in which accounts were made, it became necessary to indicate the fiscal year.



CERTIFIED COPIES OF TREASURER'S RECEIPTS FOR INTERNAL REVENUE.

Apr.-May 1900. 1 in.

76

Duplicate statements signed by both the Treasurer and the Auditor for Cuba and verifying the deposits of certain funds with the North American Trust Co. by various Treasurers of Finance located throughout the island.

CERTIFICATES OF DEPOSIT FOR MONEY ORDER FUNDS. Feb. 1899-Aug. 1901;

Apr.-May 1902. 4 in.

77

These certificates were referred to the Office of the Auditor. They concern deposits of money order funds with the North American Trust Co., the Bureau of Finance of the Department of Posts, and the Postmaster of Havana. These documents cover (1) the period during which the final organization of the Department of Posts, Cuba, was established; and (2) the last months of the Military Government, when authority was being transferred to Cubans. Documents for the intervening period were filed as Heavy Document 28985 (see entry 28). Arranged by number of certificate.

REPORTS ON MONEY ORDER ACCOUNTS BETWEEN CUBA AND THE UNITED STATES.

Mar. 31, 1899-Aug. 1, 1902. 1 ft.

78

Monthly, quarterly, and other tabular statements from the Director of Posts, Cuba, to the Auditor concerning the settlement of exchange money order accounts of the two countries (including certain reports relating to Puerto Rico) for the entire period of the Military Government of Cuba. Signatures on the early reports indicate they were prepared under the direction of M. C. Fosnes, perhaps after the postal accounts had been re-audited. Arranged chronologically.

REPORTS OF THE DISBURSING OFFICER OF THE DEPARTMENT OF POSTS.

Apr. 7, 1899-May 5, 1900. 4 in.

79

Principally payrolls signed by H. H. Carter, Disbursing Officer, and by E. G. Rathbone, Director of Posts. Included are two statements concerning the accounts of the Disbursing Officer. Arranged chronologically.

BUDGETS OF DEPARTMENTS OF THE MILITARY GOVERNMENT OF CUBA. 1900.

1 in.

80

Prepared by the various civilian departments for the fiscal year 1901 and received by the Auditor after having been approved by Governor Wood. Included is a list of employees of the Department of Finance as of July 1900.

COMPILATION OF ORDERS, CIRCULARS, AND REPORTS CONCERNING THE ORGANIZATION AND ACTIVITIES OF THE OFFICE OF THE AUDITOR FOR CUBA. July 1899-

June 1902. 2 in.

81

Includes the proceedings of a board convened to recommend forms and rules for the accounting of insular property. Arranged chronologically.



## RECORDS OF THE OFFICE OF THE COLLECTOR OF CUSTOMS FOR CUBA

By an Executive order of December 9, 1898, the island of Cuba was constituted a customs district with Havana as the chief port of entry, and on December 13, 1898, a schedule of duties was published. Officers of the U.S. Army were appointed collectors for the various ports, and Maj. Tasker H. Bliss was made Collector of Customs for Cuba, a position he held during the entire period of the military occupation. He was also made the custodian and disburser of the revenue collected on the island from the time the Military Government was established until Maj. Eugene F. Ladd was appointed Treasurer and Disbursing Officer of Customs on January 27, 1899. Since the United States had no consuls in Cuba during the period of the Military Government, certain consular functions were also delegated to the collectors of customs.

### INDEX TO CORRESPONDENCE AND RELATED PAPERS. 1899-1902. 6 ft. 82

A subject and name index, on 3" by 8" cards, to the records described in entry 83. Each card gives the origin and type of the document and its date, and contains a brief of endorsements with dates. Although some of the cards were disposed of, some of those remaining refer to correspondence that was removed. Such cards are stamped "Segregated--of historical value only." Arranged by number from 0.1 to 20267, with certain omissions.

### CORRESPONDENCE AND RELATED PAPERS OF THE OFFICE OF THE COLLECTOR OF CUSTOMS FOR CUBA. 1899-1902. 72 ft. 83

These records concern the work of the Customs Service of Cuba, its personnel, and problems of its collectors when performing duties that under a civil government would have been performed by Captains of the Port or United States consuls. In addition, the records contain information from the "Revenue Cutter Division" and from individuals interested in tariff reform, as well as a small group of varied and unclassified material pertaining to Major Bliss and the Chief Clerk of the office. In general, the material is arranged in jackets and numbered from 0.104 to 20257, with some omissions due to the removal of papers from the file.

### CIRCULARS, ORDERS, AND RULINGS RELATING TO THE COLLECTION OF CUSTOMS. 1899-1901. 8 in. 84

Documents containing decisions concerning the collection of customs dues, as made by the Collector of Customs for Cuba. They are pasted in two "copy books" for 1899 and 1901, respectively, and are also in compilations assembled in 1924, none of which is complete. These papers can be supplemented somewhat by the printed Civil Orders and Circulars of the Division and Department of Cuba. Arranged chronologically by year and thereunder by type of document. Indexed in part.

### SPECIAL ORDERS FOR THE HAVANA CUSTOMS OFFICE. 1899-1902. 2 in. 85

Official announcements from the Office of the Collector of Customs for Cuba concerning employees of the Havana Custom House. Incomplete. Arranged chronologically.



LIST OF ORIGINAL MANIFESTS. 1900. 2 in.

86

A table listing ship manifests for the period July 1, 1899-September 30, 1900, and stating the name and the type of vessel, the country of registry, and the date of sailing.

RECORDS OF THE CHIEF CLERK CONCERNING EMPLOYEES OF THE CUSTOMS SERVICE. 1898-1901. 9 in.

87

Records relating to customs employees and their duties (with some mention of other Cuban officials). Included also are papers removed from the general correspondence described in entry 83. A bound report, dated 1899, lists civilian employees of the Customs Service by organizational unit, with information on the appointment, the nationality, the duties, and the salary of each, concluding with a tabular summary. The loose material is arranged in rough chronological order.

NEWS BULLETINS RECEIVED. July-Dec. 1899. 1 in.

88

Telegrams from the United States containing information relating to the War Department and brief statements of world news. Signed: Talbot or Ives, of the U.S. Army Signal Corps, or Bellair-Associated Press. Arranged chronologically.

#### RECORDS OF THE OFFICE OF THE CHIEF ENGINEER

Engineering works executed during the military occupation of Cuba were at first carried on by troops under the direction of staff officers of the military territorial departments.

In January 1899 Maj. Gen. John R. Brooke as Military Governor of Cuba appointed a Secretary of the Department of Agriculture, Industries, Commerce and Public Works. A year later his successor, General Wood, ordered the establishment of a separate Department of Public Works. As General Wood stated in a report, it was "the intention to turn over to this Department the conduct of the principal engineering works then under the charge of the military authorities, with the exception of those in and near the cities, as rapidly as it could be prepared to receive them."

About January 1, 1900, Governor Wood apparently secured the detail to his staff of Maj. William M. Black, who served as Chief Engineer of the Division of Cuba, although he continued to be listed as the "Chief Engineer, Department of Havana," until the dissolution of that department on May 1, 1900. As a result of the above-mentioned transfer, P. D. Cunningham became "Acting Engineer" in January 1900. On April 10, 1900, however, by order of the Military Governor of Havana, he was appointed Chief Engineer of the City of Havana, under the supervision of the Chief Engineer, Department of Havana, a position he held until July 24, 1900, when he resigned. He was succeeded by Lt. William J. Barden, Corps of Engineers, U.S. Army.

The Chief Engineer, Division or Department of Cuba, had charge of "state" work in the province and city of Havana. In addition he supervised



the work of the Chief Engineer of Havana, made special inspections and reports on such matters as the cost of the construction of the Triscornia Railroad, the survey or the dredging of harbors, and certain activities of the Department of Public Works. Little supervision was given to the district engineer officers until January 1901 when a civil order from Headquarters, Department of Cuba, directed that plans for various projects be submitted to the Chief Engineer.

Major Black served until relieved in April 1901. Lt. W. J. Barden became Acting Chief Engineer until Maj. Harry F. Hodges arrived and took charge on May 25, 1901. Major Hodges served until May 20, 1902, when the Department of Engineers was transferred to the Department of Public Works of the Republic of Cuba.

As the first Chief Engineer desired to avoid duplication of office force he had typists, translators, the paymaster, and other employees of the city engineer also serve on "state work."

CORRESPONDENCE AND RELATED DOCUMENTS OF THE OFFICE OF CHIEF ENGINEER

CONCERNING CONTRACTS. 1899-1902. 2 ft. 89

Some of this material pertains to costs and to Cuban regulations for public works contracts, particularly one for proposed sewers and paved streets in Havana. The correspondence is with both civil officials and military officers. Part of the material was indexed in the Office of the Chief Engineer, Department of Cuba.

SEGREGATED CORRESPONDENCE CONCERNING PERSONNEL. 1899-1902. 2 ft. 90

Correspondence and reports of the Chief Engineer, Department of Havana, and of the Office of Chief Engineer, City of Havana, which was an outgrowth of the former office. Arranged by number and by numbered enclosures.

REPORTS OF ENGINEER OPERATIONS. 1901. 8 in. 91

Chiefly oversized materials from the Office of the Chief Engineer, City of Havana, including those of subdepartments. These reports are illustrated with photographs and cover the period January-June 1901. Statements concerning finances and operations of the Office of the Chief Engineer, Department of Cuba, are also included.

COMBINED PAYROLLS AND TIME SHEETS OF THE OFFICE OF THE CHIEF ENGINEER,  
DEPARTMENT OF HAVANA. 1899. 92

Oversized material from various projects. Arranged chronologically.

MONTHLY PAYROLLS AND OTHER VOUCHERS OF THE CHIEF ENGINEER, DEPARTMENT  
OR CITY OF HAVANA. Jan. 1899-Mar. 1902. 12 ft. 93

Identified as applied to "Operations, Engineer Department, Department of Havana, accounts of Lt. Col. [Temp.] W. M. Black, Chief Engineer, Department of Havana," or as "Receipt Roll paid by N. B. Stewart [etc.], Paymaster, Engineer Department, City of Havana." The material for 1899



is accompanied by correspondence beginning in June 1898 and relating to the preparations and expenditures of expeditionary forces sent to Cuba and Puerto Rico. As "Chief Engineer, U.S. Volunteers," Lieutenant Colonel Black became responsible for accounts for which the final settlement was not made until 1900. The vouchers of the Chief Engineer, Department of Havana, for 1899 are somewhat disarranged, but those of the paymaster are arranged by year and thereunder by month and number, with omissions.

LISTS OF ENGINEERS AND OTHER EMPLOYEES. 1900-1902. 2 in. 94

Reports made to or by the Chief Engineer, Department of Cuba, showing the organization of his office and naming "officers, employees and hired men." Also included are correspondence and reports concerning the civil engineers in the service of the Military Government of Cuba. Arranged chronologically.

RECORDS OF THE LATE CHIEF ENGINEER, CITY OF HAVANA. June-September 1902. 2 in. 95

Letters received and sent by Lt. W. J. Barden while stationed in Washington, D.C. Most of the letters concern pay, information, or employment for individuals who had served in the Engineer Department, City of Havana, and some relate to the service of employees of the Military Government of Cuba. The letters are divided into those received and sent, and within each part they are arranged chronologically, numbered, and indexed.

#### RECORDS OF THE OFFICE OF THE DIRECTOR OF POSTS

From January 1, 1899, through June 1900 the postal affairs of Cuba were under the Director General of Posts, to the exclusion of any jurisdiction by the Military Governor of Cuba. During that period the Auditor for the Department of Posts, whose reports were made independently of any supervision by the Auditor for Cuba, certified the postal accounts in the name of E. G. Rathbone, the Director General of Posts. Reports forwarded to the Auditor for Cuba contained monthly statements of the postal revenues from the box rents, the sale of postage stamps, waste paper, and so forth, without any reference to the post offices where such funds were collected.

On March 28, 1900, the Military Governor recommended a modification of the duties and powers of the Director General of Posts. On July 14, 1900, the Postmaster General of the United States forwarded to the Secretary of War an order providing for the supervision of the Cuban postal service by the Military Governor.

On July 1, 1900, the Auditor for Cuba opened an account with each postmaster in Cuba, carrying a double account--one, an account current showing the money transactions; and the other, the stock account showing the amounts of postage stamps issued to postmasters from time to time, with the amounts disposed of by sale or otherwise. Furthermore, beginning July 1, 1900, the postal revenues of Cuba were determined by adding the



combined revenues of each post office. Revenues for the fiscal year ending June 30, 1900, however, were determined on the basis of cash that reached the Treasurer for Cuba, plus the amount of balances outstanding against the postmasters. Adjustments by the Auditor for Cuba in regard to incorrect balances were made after a reaudit of postal accounts.

On May 20, 1900, Joseph L. Brewster, Fourth Assistant Postmaster of the United States, became Acting Director General of Posts. He was succeeded on June 25, 1900, by Martin C. Fosnes, also of the U.S. Postal Service, who held the position of Director General of Posts until May 20, 1902.

JOURNAL OF THE DIRECTOR GENERAL OF POSTS. Jan. 1, 1899-May 20, 1902.  
3 vols. 1 ft. 96

Contains daily entries signed by the Director General, relating to the establishment and discontinuance of post offices and post routes; the appointment, discharge, promotion, and leave of absence of employees; and similar administrative actions. Arranged chronologically. One volume is indexed.

LETTERS SENT RELATING TO THE ACTIVITIES OF THE SPECIAL AGENTS OF THE DEPARTMENT OF POSTS. Mar. 4, 1899-Aug. 16, 1900. 1 vol. 2 in. 97

Letterpress copies of orders or other communications from the Director General, the Acting Chief Special Agent, or the Acting Chief Post Office Inspector to special agents, post office inspectors, or postmasters concerning the activities of postal officials and the management of the postal service. Arranged chronologically as sent. Indexed by name of the addressee, his position or location, and by name or position of the writer.

RECORD OF CASES REFERRED TO SPECIAL AGENTS AND POST OFFICE INSPECTORS. Feb. 1899-May 1902. 1 vol. 1 in. 98

Lists special agents with their commissions or credentials. Shown are the date of referral, the number assigned to each case, the place where the inspection was conducted, the type of inspection, and the outcome. Names of agents are listed alphabetically in the index section of the volume, with information concerning salary, expenses, and service.

ANNUAL AND SEMIANNUAL REPORTS OF THE BUREAU OF SPECIAL AGENTS. 1900-1902. 1 vol. 1 in. 99

Press copies of reports of the activities and accomplishments of the Bureau as compiled by its Chief Clerk, W. R. Sopris. Arranged chronologically.

EXHIBITS RELATING TO THE CUBAN POSTAL FRAUDS. 1900. 5 in. 100

These exhibits were apparently prepared for a hearing or trial relating to the Cuban postal frauds. Included are communications received by the Director General, a form illustrating requirements of the Cuban Postal Department, signed statements, and a report by J. L. Bristow, Fourth Assistant Postmaster General. Arranged by number of exhibit.



## RECORDS OF OTHER OFFICES

Fragmentary "civil files" of the Department of Havana, the Office of the Quartermaster, the Office of the Judge Advocate, and the Office of the Inspector General are contained in the series described below. Also described are fragmentary records of the following administrative units of the Military Government: The Legal Adviser to the Military Government, the Office of the Director of Census for Cuba, the Office of the Captain of the Port (Havana), the Office of the Commissioner of Schools for Cuba, the Department of Public Works, and the Tariff Revision Commission. For most of the series, similar material is to be found in the main correspondence file of the Military Governor (see entry 3).

### INDEX TO RECORDS OF THE DEPARTMENT OF HAVANA. 1899-1900. 2 ft. 101

An index on 3" by 5" cards concerning such subjects as appointments, destitute Cubans, pardons, and matters relating to the police. Arranged alphabetically by subject and thereunder chronologically. Incomplete.

### CORRESPONDENCE AND RELATED DOCUMENTS OF THE DEPARTMENT OF HAVANA.

1899-1900. 2 ft. 102

A fragment of the "civil file" of the headquarters of the commander of the Department, Maj. Gen. William Ludlow. Included are payrolls of police and other municipal employees, and reports concerning schools, hospitals, yellow fever, the "Cassi case," and Spanish ordnance. Also included are a catalog of a museum and an unbound Ornitologia Cubana. Most of this material is indexed.

### REGISTER OF LETTERS RECEIVED BY THE OFFICE OF THE "DISBURSING QUARTERMASTER." June 31-Oct. 31, 1899. 1 vol. 1 in. 103

Marked "L. R. No. 1." The communications registered are addressed to Maj. William H. Miller, as Disbursing Officer and Chief Quartermaster on the staff of Brig. Gen. James H. Wilson, who was in charge of the Department of Matanzas and Santa Clara. Given are the date of the receipt of the communication, an abstract of it, endorsements, the name of the writer, and an indication of the action taken. The letters from Cuba, usually sent from Headquarters, Division of Cuba, or from officers in the Department, relate to projects planned or to funds required and furnished. Arranged chronologically as received. There are cross-references to related letters.

### PAYROLLS AND OTHER VOUCHERS OF QUARTERMASTERS, CUBA. Dec. 1898-

Apr. 1900. 1 ft. 104

Concern payments related to projects for various parts of Cuba, including those made by the Chief Quartermaster, Division of Cuba. Also included are statements of such expenditures as the Chief Quartermaster paid out of U.S. funds and for which reimbursement was later received. Oversized material of the Chief Quartermaster is arranged separately.



JOURNAL OF THE OFFICE OF THE JUDGE ADVOCATE, DIVISION AND DEPARTMENT OF CUBA. Jan. 21, 1899-May 17, 1900; Dec. 1, 1900-May 17, 1901.  
3 vols. 105

Summaries of legal problems on civil affairs that were referred to Maj. Edgar S. Dudley by the Military Governor. Arranged chronologically as received. Volumes 2 and 3 are indexed.

JOURNAL OF THE LEGAL DIVISION, CIVIL AFFAIRS, OF THE MILITARY GOVERNMENT. June 5, 1901-May 17, 1902. 1 vol. 3 in. 106

A brief record of cases referred to the Legal Division, with an indication of the action taken. The cases generally refer to charges against individuals, judicial decisions, reports on prisoners, and applications for clemency. Entries are arranged chronologically.

CORRESPONDENCE AND REPORTS OF THE INSPECTOR GENERAL, DIVISION AND DEPARTMENT OF CUBA. Feb. 1900-Mar. 25, 1902. 4 in. 107

Records of Col. G. H. Burton that concern the troops in Cuba, the disposal of public property, settlement of accounts of officers, and inspections of civil offices. Arranged chronologically.

REPORTS AND LETTERS SENT BY THE INSPECTOR GENERAL, DEPARTMENT OF CUBA. Apr.-May 1902. 1 vol. 1 in. 108

Letterpress copies of Colonel Burton's reports concerning offices and officers. Arranged chronologically.

LETTERS AND TELEGRAMS CONCERNING THE CUBAN CENSUS. Oct. 24, 1899-Jan. 18, 1900. 1 vol. 1 in. 109

Copies of letters and telegrams sent by Victor H. Olmsted, Assistant Director of the Census, and by the Chief Clerk of his office to each other and to inspectors and district supervisors engaged in enumerating the population of the island. Arranged chronologically as sent. Letters are cross-referenced to preceding and succeeding communications to the same person. Indexed in part.

INDEX TO CORRESPONDENCE OF THE OFFICE OF THE CAPTAIN OF THE PORT OF HAVANA. 1899-1901. 1 vol. 4 in. 110

The correspondence was indexed alphabetically as received, by the first letter of the name of the writer or the subject and thereunder by the first vowel used. The system of numbering the records appears to have varied. With the volume are a few groups of letters illustrating the work of the office and also the methods used in numbering the records.

PROPERTY RETURNS OF THE COMMISSIONER OF PUBLIC SCHOOLS. 1900-1902. 10 in. 111

The returns show insular school property that was received by purchase or transfer and also the property expended, lost, or destroyed in the public service, as reported to or by the Commissioner, Lt. Matthew E. Hanna. Arranged by type of return.



UNPUBLISHED APPENDIXES TO REPORTS OF THE DEPARTMENT OF PUBLIC WORKS.

1900-1902. 10 in. 112

Contain letters, blueprints, and reports concerning engineering activities of the Department in various districts or provinces. The appendixes are accompanied by a memorandum on Cuban railways, 1882-98, with tabulated statistics, a list of grants, and copies of orders issued by the Governor General. In Spanish. Arranged by province.

INDEX TO REGISTER OF LETTERS RECEIVED BY THE TARIFF REVISION COMMISSION  
IN 1901. 1 vol. 1 in. 113

Each letter is listed alphabetically by name of the writer or of the firm represented, with a reference to the number and the page of the register where the letter is recorded. In order to find a given letter, the "TC" number must be found by referring to the subject headings of the record cards described in entry 115.

REGISTER OF LETTERS RECEIVED BY THE TARIFF REVISION COMMISSION. 1901.  
2 in. 114

Gives the name of the correspondent, date the letter was written, an indication of the recommendation made, and the name of the member of the Commission to whom the letter was referred for consideration. In general, the arrangement is chronological by date of letter. For an index to the register, see entry 113.

RECORD CARDS OF THE TARIFF REVISION COMMISSION. 1901. 1 in. 115

For each "TC" envelope (see entry 116) a 3" by 8" card was prepared, giving the same number as the envelope concerned, a subject heading, and an abstract of the pertinent correspondence listed chronologically and identified by succeeding letters of the alphabet. These cards are arranged numerically.

CORRESPONDENCE AND RELATED DOCUMENTS OF THE TARIFF REVISION COMMISSION.  
1901. 1 ft. 116

These records were received from officials, other individuals, and business firms in Cuba and the United States. Some of the letters contain suggestions in regard to tariff provisions that are usually addressed to the Collector of Customs for Cuba, who served as president of the Commission. These letters were supposedly arranged by subject when they were given the number of the appropriate "T[ariff] C[ommission]" envelope, and these jackets were then arranged numerically. Actually, such "TC" letters constitute much of the loose material among these records. The other letters contain longer communications, including suggestions from customs officials and a draft of the report on tariff modifications. These letters were arranged chronologically and were given additional numbers. Letters are recorded, registered, and indexed in the records described in entries 115, 114, and 113.



LISTS AND OTHER MATERIAL RELATED TO THE RECORDS OF THE MILITARY  
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Lists compiled when the records of the various offices were being prepared for shipment to the United States. Included are subject indexes to the records of the Department of Havana and notes concerning the location of the records in the warehouse where they were housed and serviced. There is also some material pertaining to the segregation and the disposal of part of the records.



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See also HAVANA ELECTRIC RAILWAY

## TRADEMARKS

Registration 1901: 638

See also PATENTS AND TRADEMARKS

## TRANSPORTATION

Furnished employees 1902: 1477, 1494

Requested by Cubans in Santo Domingo 1899: 3023

Requested for Cubans in Florida 1899: 902

## TRANSPORTS, U. S. ARMY

Transportation of employees 1901: 525

Used to send remains of Spanish Consul 1901: 2039

## TREASURER FOR CUBA

Accounts current 1900: 814; 1901: 2250; 1902: 22, 1470

Appointment 1901: 1027

Audits of accounts 1900: 899

Certificates of settlement of funds 1899: 523

Depositories for funds of Cuba 1900: 1788, 2872

General 1901: 2250

Personnel of office 1900: 2061

Statements

Customs receipts 1902: 78

Receipts and disbursements 1899: 5641; 1900: 814; 1901: 82;  
1902: 406



TRINIDAD, DISTRICT OF

Statement of work of Military Government 1899: 2500

UNION DEMOCRATIC PARTY

Statement by committee 1900: 4592

UNITED STATES COMMISSION OF FISH AND FISHERIES 1901: 1367

VACCINATION 1900: 2929; 1901: 634

VESSELS

Cuban vessels in ports of the United States 1902: 1107

VETERINARIANS 1902: 820

VITAL STATISTICS

Reports 1900: 2845, 2611, 2698, 3184, 3387, 3714, 4874, 5513; 1901: 110, 216, 275, 3788; 1902: 293

Reports of deaths of citizens of the United States 1901: 191

Registration 1901: 4514; 1902: 661

WAR DEPARTMENT (U. S.)

Appointment of Military Governor 1901: 2594

Auditor for Cuba 1900: 2263

Claims involving private rights in Cuba 1900: 4157

Conclusion of Military Government 1902: 1084

Cuban cases in courts of Spain 1900: 976

Cuban immigrants 1900: 2262

Cuban notaries 1900: 3009

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Recognition of foreign consuls in Cuba 1900: 753, 781, 839; 1902: 75

Regulations for auditing accounts 1900: 811

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Cienfuegos 1901: 746

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Regla 1900: 2445; 1901: 3746

Santiago de las Vega 1901: 603

WEATHER BUREAU (U. S.)

Reports 1901: 1258

WEATHER FORECASTS

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WESTERN CUBA, DEPARTMENT OF  
Reports of schools 1900: 1630

WHARF

Concessions 1900: 1089, 5792; 1902: 1290  
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Removal 1901: 2053  
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WITCHCRAFT

Report of forms of 1900: 4163

WOOD, MAJOR GENERAL LEONARD

European journey 1902: LMG 58  
Farewell messages from Cubans 1902: 1531  
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Powers 1900: 5945-5946; 1901: 1641, 1770, 2031, 4332, 5027, 5101;  
1902: 1020, 1173  
Plans 1902: 801  
Reports 1901: 3416; plans 1902: 801  
Telegrams sent and received 1901: 2985; 1902: 1430  
See also MILITARY GOVERNMENT  
MILITARY GOVERNOR

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Jurisdiction of U. S. Navy in Disposal of 1900: 1503  
Removal of Maine 1902: 234-1/2, 257  
Removal of Merrimac 1900: 5818  
Removal of wrecks of Spanish vessels 1901: 2384

YELLOW FEVER

General 1900: 3755, 5579; 1901: 1401, 3331; 1902: 877  
Map showing infested districts 1900: 3160; 1901: 355  
Reports 1900: 3204, 3714, 3775, 3939, 4281; 1901: 71; 1902: 575  
See also VITAL STATISTICS

YELLOW FEVER COMMISSION

General 1900: 3939; 1901: 71  
Members and associates 1902: 747  
Report on experimentation by Dr. Caldos 1901: 3487







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PRELIMINARY



INVENTORIES

Number 146

RECORDS OF THE PROVISIONAL GOVERNMENT  
OF CUBA

Compiled by Roland Rieder and  
Charlotte M. Ashby

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS OF  
THE PROVISIONAL GOVERNMENT OF CUBA

(Record Group 199)

Compiled by Roland Rieder and  
Charlotte M. Ashby



The National Archives  
National Archives and Records Service  
General Services Administration

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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

The first United States Military Government of Cuba, established January 1, 1899, had ended on May 20, 1902, when T. Estrada Palma was inaugurated as the first President of the Republic of Cuba. Dissatisfaction of members of the Liberal Party with Palma's reelection in 1906 culminated in an insurrection, upon the outbreak of which President Palma appealed to the United States to intervene for the purpose of maintaining order and protecting life and property. On September 29, 1906, Secretary of War Taft, who had gone to Cuba to act as mediator between the insurrectionists and the government of President Palma, issued a proclamation establishing, in the name of the President of the United States, a provisional government, with himself as Provisional Governor. Such intervention was provided for by the terms of the Platt Amendment, embodied in the treaty of 1903 between Cuba and the United States. On October 13, 1906, Charles E. Magoon, the former law officer of the Bureau of Insular Affairs of the War Department, succeeded Taft as Provisional Governor, and on October 23 the Bureau of Insular Affairs was put in charge of all matters in the United States as they related to the "temporary administration of the government of the Republic of Cuba."

The United States Provisional Government of Cuba was to remain only long enough to restore order, peace, and public confidence and to hold free elections. In so far as was possible it exercised authority through the existing executive departments of the Cuban Government, although the temporary sovereignty of the United States was made manifest by the presence of the United States Army of Cuban Occupation. Each of the executive departments (Department of State and Justice, Department of Government, Department of the Treasury, Department of Public Instruction, Department of Public Works, Department of Sanitation, and Department of Industry, Agriculture, and Commerce) was headed by a Cuban national with the title of Acting Secretary, who was advised by United States Army officers. These departments were concerned chiefly with general welfare, particularly in the fields of health, sanitation, and public works. The judicial branch was of special concern to Governor Magoon since he had the authority to modify judgments and issue pardons. In the legislative field he was authorized to draw up electoral, municipal, and other laws. The Advisory Law Commission provided an important staff function by advising the Governor on legal matters. A special function carried out in 1907 was the census of Cuba, which served as an important prelude to orderly elections and the reestablishment of civil government. Order having been restored and a new President of Cuba having been inaugurated, the United States Provisional Governor relinquished his post on January 28, 1909, in accordance with instructions from the President of the United States.

The records described in this inventory are designated as Record Group 199, Records of the Provisional Government of Cuba. They comprise all the records brought back from Cuba by the United States Provisional Governor at the end of the so-called Second Intervention and



certain other records of the Provisional Governor sent to Washington during the period of the Provisional Government. They amount to 17 cubic feet, including 1 cubic foot of cartographic records. The records consist primarily of (1) the Provisional Governor's "confidential" correspondence, and (2) fiscal reports received in the office of the Provisional Governor. No order or other paper establishing criteria to be used in defining what was to go into the "confidential file" has been located. A memorandum prepared in the Compilation Division of the Bureau of Insular Affairs on June 14, 1910 (see BIA File 2990-49, in the National Archives), indicates that the "confidential" papers were the only records brought to the United States by the Provisional Governor and that all other records "were left in Cuba." In his "Message to the President and the Congress of the Republic of Cuba" on January 28, 1909, Magoon recounted at length the activities and accomplishments of the Provisional Government and stated, "The papers in reference to all these matters will be found in the files of the Chief Executive of Cuba" (Secretary of War, Annual Report, 1909, appendix G, p. 183).

There is some question of provenance respecting the fiscal and other reports described in this inventory. It is apparent that some of the reports were sent to Washington before the Provisional Government was terminated and that they were used by the Bureau of Insular Affairs in compiling statistical and other data. These records, however, were never made an integral part of the Bureau's files, and the only markings of any kind to be found on them are the "received" stamps of the Provisional Governor's office. These reports were kept with the Governor's "confidential" papers during the years of the Bureau's custodianship, and so they remained until they were transferred to the National Archives on February 16, 1940.

The "confidential" correspondence is a series of case or dossier files relating to particular subjects or correspondents. Each case file bears an identifying file number, and the separate documents in each file are individually numbered, as 126, 126-1, and 126-2. Included in the files are letters or reports received and copies of those sent. Communications in Spanish are usually accompanied by English translations made in the office of the Provisional Governor.

There are records in other record groups in the National Archives that relate to the Provisional Government of Cuba. Among the records of the Bureau of Insular Affairs, in Record Group 350, are correspondence and printed documents, including Decrees and the Gaceta Oficial de Cuba. Records of the Army of Cuban Pacification are included with those of the Military Intelligence Division of the War Department General Staff, in Record Group 165, and records of the United States Marine Corps, in Record Group 127, contain correspondence of the Commandant's office pertaining to the detachment at Guantánamo, 1906-9. Normal diplomatic activities were continued during the American administration, and the instructions and despatches for the Havana post are among the records of the Foreign Service Posts, in Record Group 84. Although the Spanish Treaty Claims



Commission began operating long before the Second Intervention, some records of the Assistant Attorney General were created during the 1906-9 period and are now among the records of the Justice Department, in Record Group 60. Other related materials in the National Archives are in Record Groups 159, Records of the Office of The Inspector General; 94, Records of The Adjutant General's Office; and 80, General Records of the Department of the Navy. The Roosevelt, Root, and Taft papers in the Manuscript Division of the Library of Congress provide some limited information bearing directly on the Provisional Government of Cuba.

The most useful and significant history of the Provisional Government is that of David A. Lockmiller, in Magoon in Cuba: A History of the Second Intervention, 1906-1909 (Chapel Hill, 1938). Another historical interpretation is in chapters IX-XI of Charles E. Chapman, A History of the Cuban Republic (New York, 1927). The diplomatic background of the Second Intervention was clarified by Secretary of War Taft and Assistant Secretary of State Robert Bacon in their joint report entitled Cuban Pacification (Washington, 1907). For a discussion of the legal basis for American intervention, see Lockmiller, "La base legal de la intervención de los Estados Unidos en Cuba en 1906," in Revista Bimestre Cubana, 38:268-281 (Septiembre-Diciembre, 1936). Theodore Roosevelt's personal attitude on the Second Intervention is expressed in the second volume (p. 233-239) of Selections From the Correspondence of Theodore Roosevelt and Henry Cabot Lodge, 1884-1918 (New York, 1925). For a recent, carefully edited collection of President Theodore Roosevelt's correspondence, with additional material concerning the Second Intervention, see Elting E. Morison, Letters of Theodore Roosevelt, 8 vols. (Cambridge, Mass., 1951-54). Governor Magoon's printed annual and supplemental reports, covering the entire period of the Second Intervention, are adequate for all general purposes. The published annual reports of the Commanding General of the Army of Cuban Pacification are also available for this period. For a strongly Cuban viewpoint on the Second Intervention, see Carlos Manuel Trelles' short work entitled El Progreso (1902 a 1905) y el retroceso (1906 a 1922) de la República de Cuba (Havana, 1923). The records of the Bureau of Insular Affairs relating to its administration of Cuban affairs are described in Special List No. 3 (now out of print), which was published by the National Archives in February 1943 under the title Records of the Bureau of Insular Affairs Relating to the United States Military Government of Cuba, 1898-1902, and the United States Provisional Government of Cuba, 1906-1909: A List of Selected Files.

The entries in this inventory that describe textual records have been prepared by Roland Rieder on the basis of a preliminary checklist compiled by Kenneth W. Munden and Richard Bartlett. The entries for cartographic records have been supplied by Charlotte M. Ashby of the Cartographic Branch.





# RECORDS OF THE PROVISIONAL GOVERNMENT OF CUBA

## INDEXES AND OTHER FINDING AIDS

### LIST OF FILES. n.d.

1

This list, which appears to have been prepared in the Office of the Provisional Governor, was posted up to date as new files were created. It contains no information respecting the inclusive dates of the files, and in many instances descriptions are inadequate. Individual entries are arranged numerically by the 257 classifications of the "confidential" correspondence of the Provisional Governor, which are listed in the appendix of this inventory.

### CARD INDEX OF "NAMES." 1906-9. 10 in.

2

An index on 4" x 6" cards giving names of persons, business organizations, and institutions referred to in the "confidential" correspondence. The cards are arranged alphabetically. Each card includes a brief summary of correspondence as shown below in the reproduction of the "Hague Tribunal" card:

#### HAGUE TRIBUNAL.

084. Mar. 5: Letter to Secwar. in regard to representation of Cuba and what reply to make to the invitation of the Russian Government.

084/1. April 4: Tel. received from Edwards,--Opinion of Sec. Root that Cuba should be represented at the Hague. No more swelling representation from Santo Domingo and Panama.

084/2. June 16: American Minister, Habana, forwards copy of cable from State Dept., Washington, stating that Orestes Ferrara was condemned to 6 months in Italy for contempt in 1902, and that if this becomes known some protest may be made against his admission to the Conference.

084/3. June 16: Reply to letter from American Minister stating that Orestes Ferrara is not one of the Commissioners to the Hague; he is the First Secretary to the Delegation.

### CARD INDEX OF "SUBJECTS." 1906-9. 7 in.

3

An index on 4" x 6" cards showing the Cuban and United States Government agencies, the Government offices (such as that of the Secretary of War and the President), and the subjects with which the "confidential" correspondence is concerned. The cards are arranged alphabetically. The type of entry is shown below in the reproduction of the "Treaties" card:

#### TREATIES.

055 et seq. Controversy as to title to old Spanish guns.

088. Mar. 2: Sec. State U. S. (Root) confirms reply of Dept. in regard to Commercial Treaty--Cuba and U. S. was rejected, abandoned, is not now pending and publication would be misleading.

088/2. Jan. 5: Louis V. Place writes at some length in regard to the proposed Treaty of Commerce and Navigation--between Cuba and the U. S. Also on the general economic conditions.

088/3. Jan. 9: Reply to foregoing.



088/4. Jan. 9: Letter to Sec. State (Root)--inclosing copy of Mr. Place's letter.

088/5. Feb. 27: Telegram to Sec. Root, asking for answer to letter to him of Jan. 9.

CARD INDEX OF PLACES. 1906-9. 2 in.

4

An index on 4" x 6" cards showing names of countries, provinces, municipalities, islands, and all other geographical distinctions appearing in the classifications of the "confidential" correspondence. The cards are arranged alphabetically. The type of entry is shown below in the reproduction of the "Taguasco" card:

TAGUASCO, SANTA CLARA PROVINCE.

191/2. Oct. 22/07-Re insistent rumor that an armed band of 25 men has gone through towards Remedios 014/31.

Oct. 28/07-Above rumor investigated by Capt. Acosta of Rural Guard and declared false.

197/4. Oct. 30/07-Rumor as to armed band reported false.

"CONFIDENTIAL" CORRESPONDENCE OF THE PROVISIONAL GOVERNOR

"CONFIDENTIAL" CORRESPONDENCE. 1906-9. 4 ft.

5

Correspondence, memoranda, reports, cables, and telegrams kept in case or dossier files relating to particular subjects or correspondents concerned with activities in Cuba during the Provisional Government. Documents in Spanish are usually accompanied by English translations made in the office of the Provisional Governor. Arranged numerically (1 to 257) by subject classifications, which are listed in the appendix of this inventory.

"CONFIDENTIAL CORRESPONDENCE WITH THE PRESIDENT--COPIES FOR GOV.

MAGOON." Sept. 20-28, 1906. 1 in.

6

Copies of cablegrams exchanged between President Theodore Roosevelt and William H. Taft, Secretary of War and Provisional Governor of Cuba. Arranged chronologically.

"CORRESPONDENCE WITH MODERATE AND LIBERAL PARTIES." 1906-8. 1 in.

7

Copies of correspondence between the Taft-Bacon Commission and representatives of the Moderate Party and the Liberal Party, and others, including President Palma. Included are a number of "confidential" reports submitted in 1908 by the Army of Cuban Pacification, a file of correspondence concerning the movements of troops in September 1906, reports and correspondence concerning the origin of the insurrection (including a "Memorandum as to Sources of Funds for the Insurrection"), and two printed copies of the proposed Cuban constitution published in 1901.

BILLS OF THE INTERNATIONAL OCEAN TELEGRAPH COMPANY. 1906-7. 2 in.

8

Included with the bills are originals of messages sent over the lines of this company by the Provisional Government.



CORRESPONDENCE CONCERNING TELEPHONE CONCESSIONS IN CUBA. 1906-7.

2 in.

9

Included with the correspondence are proposals and decrees that relate to providing telephone service throughout the Island.

NATIONAL BOARD OF HEALTH REPORTS RECEIVED IN  
THE OFFICE OF THE PROVISIONAL GOVERNOR

REPORTS ON YELLOW FEVER CASES. 1907-8. Negligible.

10

Reports of the Chief Sanitation Officer (Jefe de Sanidad) for the District of Havana, June 12, 1907, and for the interior of the Island, January 11, May 6, and August 8, 1908. Arranged chronologically.

REPORTS ON CONTAGIOUS DISEASES. 1907-8. Negligible.

11

Trimonthly reports, incomplete, of the Secretary of the National Sanitation Committee (Secretario, Junta Nacional de Sanidad) showing numbers of cases, by province and municipality, of the following diseases: yellow fever, typhoid fever, glanders, jaundice, tuberculosis, smallpox, measles, scarlet fever, diphtheria, dengue, beri beri, tetanus, dysentery, and leprosy. Arranged chronologically.

FISCAL REPORTS RECEIVED IN THE OFFICE OF THE  
PROVISIONAL GOVERNOR

Reports of the Treasurer

MONTHLY STATEMENTS OF FUNDS RECEIVED. Oct. 1906-Dec. 1908. 3 in.

12

Statements showing receipt numbers, certificate-of-deposit numbers, and source of funds received. Arranged chronologically.

DAILY STATEMENTS OF FUNDS RECEIVED. Oct. 1906-Dec. 1908. 5 in.

13

Statements giving the same kind of information as that contained in the monthly statements described in entry 12. (The monthly statements apparently were prepared by copying all the daily compilations in chronological order.) Arranged chronologically.

DAILY STATEMENTS OF WARRANTS PAID. Sept. 29, 1906-Jan. 27, 1909.

4 in.

14

Certified statements showing check numbers; warrant numbers; names of persons, banks, or firms to which warrants were paid; and the funds against which warrants were paid. Arranged chronologically.

DAILY REPORTS OF MOVEMENT OF FUNDS. Sept. 29, 1906-Jan. 27, 1909.

4 in.

15

Reports itemizing receipts and expenditures. Also shown are amounts on deposit in banks and on hand in the Treasury. Arranged chronologically.



MONTHLY STATEMENTS OF PAYMENTS ON INTERNAL-DEBT BONDS OF 1905.

1906-8. Negligible.

16

Statements for the months of November and December 1906, July and October 1907, and January and December 1908, showing accounts paid and to whom they were paid. Arranged chronologically.

Reports of the Controller General

MONTHLY STATEMENTS OF MONEY RECEIVED FOR DEPOSIT IN THE TREASURY.

Nov. 1906-Nov. 1908. 2 ft.

17

Statements showing receipt number, date, name of depositor and his official title and station, and the fund in question under appropriate headings. Arranged chronologically.

MONTHLY RECORDS OF WARRANTS ISSUED. Oct. 1906-Dec. 1908. 6 in.

18

Separate, itemized lists covering appropriations such as the following: Provisional Governor, permanent and annual budget, special laws, and deposits. Arranged chronologically.

MONTHLY REPORTS OF APPROVED EXPENDITURES. Nov. 1906-Apr. 1908; June and Aug. 1908. 6 in.

19

Reports itemizing each expenditure to show certificate number, name of accounting officer and his title and locality, month and fiscal year, voucher number, and department of the government to which the expenditure is charged. Arranged chronologically.

MONTHLY STATEMENTS OF ACCOUNTS OF SPECIAL DISBURSING OFFICERS FOR THE OFFICE OF THE PROVISIONAL GOVERNOR. Dec. 1906-July 1908. 1/2 in.

20

Itemized statements showing certificate number, name of accounting officer and his title and locality, and amount of each expenditure. Arranged chronologically.

SEMIMONTHLY REPORTS OF BOND MOVEMENTS. Oct. 1906-Apr. 1907. Negligible.

21

Arranged chronologically.

SEMIMONTHLY REPORTS OF STAMP MOVEMENTS. Oct. 1906-May 1907. Negligible.

22

Arranged chronologically.

MONTHLY REPORTS OF MOVEMENT OF STAMPS AND STAMPED GOODS. Feb. 1907-Sept. 1908. Negligible.

23

Arranged chronologically.

Reports of the Auditor of the Treasury

MONTHLY STATEMENTS OF APPORTIONMENT OF FUNDS COVERING GENERAL OBLIGATIONS OF THE GOVERNMENT UNDER THE ANNUAL BUDGET. Sept. 1906; Feb. 1907. Negligible.

24

Arranged chronologically.



MONTHLY STATEMENTS OF APPORTIONMENT OF FUNDS COVERING GOVERNMENT OBLIGATIONS UNDER THE PERMANENT BUDGET. Sept. 1906; Feb. 1907. 25  
Negligible.  
Arranged chronologically.

DAILY STATEMENTS OF BALANCES. Sept. 28, 1906-Jan. 23, 1909. 8 in. 26  
Statements itemizing receipts and expenditures. Arranged chronologically.

DAILY STATEMENTS OF MARITIME- AND LAND-TAX COLLECTIONS RECEIVED IN THE TREASURY. Sept. 1, 1906-Jan. 23, 1909. 6 in. 27  
Statements showing totals by customhouses and fiscal zones. Arranged chronologically.

DAILY STATEMENTS OF LOAN-TAX COLLECTIONS RECEIVED IN THE TREASURY. Sept. 1, 1906-Jan. 23, 1909. 6 in. 28  
Statements showing totals by customhouses and fiscal zones. Arranged chronologically.

#### MISCELLANEOUS RECORDS

REPORTS, STATEMENTS, AND CORRESPONDENCE OF THE CONTADOR CENTRAL DE HACIENDA, THE INTERVENTOR GENERAL, AND THE TESORERO GENERAL. 1906-8. 1/2 in. 29

A statement by the General Statistics Section (Sección de Estadística General) concerning the estimated value of imports and exports of goods and funds, by country, for the fiscal years 1904-5 and 1905-6; a statement of receipts of the Republic of Cuba for the months of July and August 1907, as compared with July and August 1908; a copy of a contract between the Republic of Cuba and the Royal Bank of Canada; a few daily statements of the 'treasury's condition; a statement of credits authorized by the Provisional Governor as of January 31, 1908, dealing chiefly with roads, jails, bridges, and other public structures; the Treasurer's summary report on the general fiscal condition; and other documents.

#### CARTOGRAPHIC RECORDS

GENERAL CARTOGRAPHIC RECORDS OF THE ARMY OF CUBAN PACIFICATION. 1906-8. 58 items. 30

A photoprocessed map of Cuba showing, by colored lines, the railroad and steamship connections by name and the different stations of the Army of Cuban Pacification; and a bound volume of photoprocessed plans of cities and towns in Cuba showing buildings occupied by the Army of Cuban Pacification and including plans of military posts and tabular descriptions of facilities in the cities and on the military posts that pertained to the billeting of men. The tabular descriptions include the name or designation of the troops occupying each area, the number of men, the names of the commanding officers, a description of the sanitary facilities, and comments on the water supply.



MAP RECORDS OF THE CHIEF ENGINEER AND THE ENGINEER UNITS OF THE ARMY  
OF CUBAN PACIFICATION. 1906-8. 2 in. 83 items.

31

A manuscript military map of Cuba, prepared from reconnaissances by detachments of the Army under the direction of the Chief Engineer. This map, in 70 sheets, shows roads, railroads, trails, and settlements, and occasionally buildings, ruins, blockhouses, churches, both working and ruined sugar mills, telegraph lines, wells, windmills, lighthouses, cultivated areas, wooded areas, and natural vegetation cover; insets show details of towns; and six supplementary sheets show plans of the larger cities. Other records include a manuscript map of the city of Marianao; a published map showing the temporary field works erected by the Spanish for the land defenses of Havana in 1897-98; maps from surveys of Havana Province; and plans of field works, particularly those along the Mariel-Artemisa Trocha, of the Jucaro-Morón Military Trocha and of Camp Columbia.

MAP RECORDS OF THE CHIEF SIGNAL OFFICER, ARMY OF CUBAN PACIFICATION.  
1907. 1 item.

32

A published map of Cuba showing telegraph and telephone lines and offices, cable lines, and railroad lines and stations.

MAP RECORDS OF THE MILITARY INFORMATION DIVISION, ARMY OF CUBAN PACIFICATION. 1907-8. 3 items.

33

A published map of Cuba showing sugar mills; a photoprocessed map of part of Cuba showing public and privately owned railroads and telegraph, telephone, and cable lines; and a copy of a map showing routes taken by the "Batallon de 'Bailen'" from April 1896 to February 1897 in the vicinity of Cardenas.

MAP RECORD OF THE 17th INFANTRY, ARMY OF CUBAN PACIFICATION. 1908.  
1 item.

34

A photoprocessed map of a reconnaissance of the four eastern Cubitas Mountain passes and of lateral communications in the passes, from surveys by Captains Hardesty and Smith of the 17th Infantry.

## APPENDIX

### List of Subject Classifications of the "Confidential" Correspondence of the Provisional Governor (Entry 5)

001. LIST OF NAMES AND ADDRESSES of certain U.S. Senators, Congressmen, Government officials, and others, and of U.S. newspapers. 15 p., marked "Copy furnished to the Lucha"; 3 p., marked "Borrador"; and 14 p. of penciled notes. Apparently a mailing list.
002. "LIST OF CALLERS ON SECRETARY TAFT during his mission to Habana as Special Envoy from his arrival September 19," with personal data on callers. 11 p.
- 003 to 003-33. SOVEREIGNTY OF THE ISLE OF PINES. Correspondence and memoranda on the form and status of the government of the Isle of Pines, October 1906-April 1907.
- 004 to 004-1. LETTERS FROM SECRETARY OF WAR TAFT introducing M. H. Thorpe, of the Washington Post, October 23, 1906, and Louis A. Frothingham, of Boston, July 5, 1907.
- 005 to 005-16. CORRESPONDENCE WITH SECRETARY OF WAR TAFT relating to the Cuban Congress, elections, law revision, the Banco Nacional, and other matters, October 24-November 29, 1906; and a record of a conference between the Provisional Governor and Cuban senators and representatives, December 2, 1906.
006. SOVEREIGNTY OF THE ISLE OF PINES. Correspondence referring to Brig. Gen. Leonard Wood, Military Governor of Cuba, 1900-1902, in connection with the Isle of Pines, October 1-25, 1906.
- 007 to 007-2. RETENTION OF FRANK STEINHART, agent for Speyer and Company, in Cuba. Correspondence with the War Department, November 6-16, 1906.
008. REPORT OF CONFERENCE between the Provisional Governor and a commission of the Revolutionary or Liberal Party, November 9, 1906. 21 p.
- 009 to 009-3. FIREARMS. Correspondence with Brig. Gen. J. F. Bell, Commanding, Army of Cuban Pacification, concerning unauthorized possession of arms by persons in Cuba, November 1906; and reports of the Arms Commission, November 22, 1906, and February 4, 1907.
010. LETTER FROM JUAN PEREZ to President Theodore Roosevelt, undated, criticizing certain appointments made by the Provisional Governor; referred to the Provisional Governor by the War Department, November 22, 1906.



- 011 to 011-1. REMOVAL OF LIBERAL AYUNTAMIENTOS and reappointment of Moderate Ayuntamientos. Cable correspondence with Secretary of War Taft, November 23 and 24, 1906.
012. REPORT OF CONFERENCE between the Provisional Governor and members of the Liberal Committee relating to increasing the Rural Guard, November 28, 1906. 6 p.
- 013 to 013-14. POLITICAL AFFAIRS IN MATANZAS. Confidential reports and memoranda concerning activities of individuals and organizations, December 3, 1906-November 5, 1907.
- 014 to 014-34. POLITICAL AFFAIRS IN SANTA CLARA. Confidential reports and memoranda concerning the activities of individuals and organizations, December 4, 1906-December 12, 1907.
- 015 to 015-9. POLITICAL AND LABOR DISTURBANCES AT SAGUA LA GRANDE. Correspondence, confidential reports, and memoranda, December 4, 1906-March 1, 1907.
- 016 to 016-7. POLITICAL AND LABOR DISTURBANCES IN THE PROVINCE OF ORIENTE AND ELSEWHERE. Confidential reports and memoranda, December 13, 1906-July 3, 1907.
- 017 to 017-49. POLITICAL CONDITIONS. Correspondence and general confidential reports and memoranda, December 13, 1906-June 30, 1908.
- 018 to 018-2. POLITICAL CONDITIONS AT RANCHUELO. Reports, December 5, 1906-April 10, 1907.
019. SANTA CLARA TELEGRAPH OFFICE. Correspondence concerning the reading of telegrams by unauthorized persons.
- 020 to 020-7. ARMS FROM MEXICO AND JAMAICA LANDED IN CUBA. Correspondence with Secretary of War Taft and others, December 8, 1906-January 19, 1907.
021. LANDING OF ARMS ON MARIEL BAY. Memorandum, December 10, 1906.
- 022 to 022-3. POLITICAL CONDITIONS IN BARACOA. Reports, December 3, 1906-July 12, 1907.
- 023 to 023-3. FRANCISCO SUGAR COMPANY. Correspondence concerning threats to burn cane fields belonging to the company, December 7, 1906-January 2, 1907.
- 024 to 024-1. PROVINCIAL GOVERNORS. Correspondence with Secretary of War Taft regarding resignations and replacements, December 12, 1906-January 6, 1907.

025. AUDITOR'S OFFICE. Reported on by Maj. J. D. Terrill, Advisor of the Treasury Department (Cuba), December 12, 1906.
026. SECRETARY OF WAR'S REPORT ON CUBA. Advance copy furnished the Provisional Governor, December 13, 1906 (letter of transmittal only).
- 027 to 027-1. U.S. MARINES. Correspondence relating to complaints against members of the U.S. Marine Corps in the Province of Santa Clara, December 13-31, 1906.
- 028 to 028-3. POLITICAL CONDITIONS IN CAMAJUANI. Reports, December 17, 1906-August 20, 1907.
- 029 to 029-1. POLITICAL CONDITIONS IN SANCTI SPIRITUS. Reports, December 16-24, 1906.
030. INTERVIEW WITH "MR. B." Telegram from Brig. Gen. J. F. Bell, Commanding, Army of Cuban Pacification, December 20, 1906.
- 031 to 031-4. POLITICAL CONDITIONS IN CAIBARIEN. Reports, December 19-24, 1906.
- 032 to 032-15. POLITICAL CONDITIONS IN THE JUCARO-MORON-TROCHA DISTRICT AND AT CIEGO DE AVILA. Reports, December 21, 1906-August 23, 1907.
033. CUBAN SENTIMENT TOWARD AMERICAN OCCUPATION. Report by Lt. Col. R. L. Bullard, December 21, 1906.
- 034 to 034-1. POLITICAL CONDITIONS IN CIENFUEGOS. Report, December 20-28, 1906.
035. SEWERING AND PAVING OF HAVANA. Correspondence with Secretary of War Taft, the Cuban Secretary of Public Works, the Chief of the Bureau of Insular Affairs, and others regarding the awarding of the contract, December 1906-August 1908.
- 036 to 036-8. RAILROAD STRIKE AT CAMAGUEY. Reports, memoranda, and correspondence, December 22, 1906-January 7, 1907.
037. KILLING OF NEGRO by Rural Guard near Guires. Report, December 24, 1906.
- 038 to 038-1. POLITICAL CONDITIONS AT ARTEMISA. Reports, December 24 and 27, 1906.



- 039 to 039-2. ALARM AT LA GLORIA. Telegrams exchanged with Brig. Gen. J. F. Bell, Commanding, Army of Cuban Pacification, relating to alarmed American citizens at La Gloria, December 24 and 25, 1906.
- 040 to 040-3. INVESTIGATION OF POLITICAL CONDITIONS. Telegrams sent to Secretary of War Taft, December 25 and 28, 1906; and telegrams received from Brig. Gen. J. F. Bell, Commanding, Army of Cuban Pacification, December 26, 1906.
041. JAMESTOWN EXPOSITION'S REPRESENTATIVE IN CUBA. Letter from Secretary of War Taft introducing Gaspar de la Vega, December 28, 1906.
042. UPRISING IN PINAR DEL RIO. Report, December 29, 1906.
- 043 to 043-2. CAPTAIN OF THE PORT. Charges preferred against Luis Yero Miniet, Inspector General and Captain of the Port of Havana, by A. G. Betancourt, Collector of Customs; and a record of investigation proceedings, December 31, 1906-November 12, 1907.
- 044 to 044-1. POLITICAL CONDITIONS AT SOLEDAD. Reports, January 4 and 5, 1907.
- 045 to 045-1. SURRENDER OF ARMS. Reports by Sacramento Bello, Assistant Mayor, Victoria de las Tunas, January 9, 1907.
046. CUBAN SENTIMENT TOWARD AMERICAN OCCUPATION. Confidential report from Newport News, Va., December 31, 1906.
047. ARMS NEAR AGUACATE. Report, January 15, 1907.
- 048 to 048-3. "HORSE CLAIMS." Correspondence with Secretary of War Taft, January 9-March 5, 1907.
- 049 to 049-1. ARMS CACHED AT COBRE. Reports, January 13 and February 2, 1907.
- 050 to 050-2. LANDING OF ARMS ON MARIEL BAY or in the neighborhood of Banes or Cabañas. Correspondence and reports, January 17-22, 1907.
- 051 to 051-1. POLITICAL CONDITIONS AT SANTIAGO DE LAS VEGAS. Reports, January 18 and 19, 1907.
- 052 to 052-1. BURNING OF CANE FIELDS on the estate of Eduardo Dolz. Correspondence and report of investigation, January 1907.

- 053 to 053-1. ADVISORY COMMISSION. Correspondence with Secretary of War Taft relating to the appointment of a commission to prepare certain laws, January 12-27, 1907.
- 054 to 054-3. MUTILATION OF BONDS. Correspondence with Secretary of War Taft concerning Cuban bond issue of 1904, January 15-22, 1907.
- 055 to 055-1. TITLE TO OLD SPANISH ORDNANCE AND FIXED AMMUNITION. Cable correspondence with the War Department, January 22 and 23, 1907.
- 056 to 056-1. CONDITIONS IN CUBA. Report of the Very Rev. Albion W. Knight, Episcopal Bishop of Cuba, on conditions observed on a trip through the Island, and related correspondence, January 23-26, 1907.
057. SPANISH MINISTER AT HAVANA. Correspondence concerning relations with the Provisional Governor, January 5-23, 1907.
058. PROVISIONAL GOVERNOR RUMORED TO BE RELIEVED. Cable correspondence, January 23, 1907.
059. SPANISH MINISTER'S RESIDENCE. Letter from the Minister of Spain in Cuba concerning action seeking to compel him to vacate his house, January 24, 1907.
- 060 to 060-16. CHURCH PROPERTY. Correspondence with Secretary of War Taft, the Apostolic Delegate in Cuba and Puerto Rico, President Theodore Roosevelt, L. V. de Abad (editor of the Havana Economista), and others concerning the purchase of property of the Roman Catholic Church in Havana and Santiago, January 26, 1907-May 14, 1908. This file contains three letters signed by Theodore Roosevelt.
- 061 to 061-2. "ANONYMOUS AND OBSCURE COMMUNICATIONS." Correspondence concerning investigations, purchase of commodities, and possession of arms, January 26-February 1, 1907.
- 062 to 062-12. REORGANIZATION OF THE RURAL GUARD. Correspondence with the Secretary of War and others, and a stenographic report of a conference, February 2-October 18, 1907.
- 063 to 063-20. POLITICAL CONDITIONS AT CIENFUEGOS. Reports on arms and disturbances, February 2-August 21, 1907.
- 064 to 064-5. RURAL GUARD MATTERS. Miscellaneous confidential reports and correspondence, February 5, 1907-October 21, 1908.
- 065 to 065-2. SECRET SERVICE. Memoranda on changes and activities, July 27-December 21, 1907.



- 066 to 066-3. REPORTS BY R. L. BULLARD, Lieutenant Colonel, 8th Infantry, concerning general matters, February 6-April 8, 1907.
067. TOPOGRAPHICAL MAP. Letter from the Chief of the Bureau of Insular Affairs concerning employment of A. A. Aguirre to make a topographical map of Cuba, February 7, 1907, and transmitting a letter from Aguirre dated January 30, 1907.
- 068 to 068-1. CATTLE THIEVES AND CATTLE DECREE. Correspondence and memoranda, February 7, 1907-May 26, 1908.
069. MAIL SERVICE. Letter from Chief of Bureau of Insular Affairs, February 8, 1907.
070. MARIANAO TELEPHONE COMPANY. Correspondence with Secretary of War Taft and the Chief of the Bureau of Insular Affairs, and miscellaneous memoranda and reports concerning concessions granted the Marianao Telephone Company, January 12, 1907-July 19, 1908.
071. DAILY TELEGRAPH editorial sent to Secretary of War Taft, February 21, 1907.
- 072 to 072-13. COLOMBIAN REVOLUTIONISTS. Correspondence with Edward V. Morgan, Envoy Extraordinary and Minister Plenipotentiary, and others regarding Colombian revolutionists and conspirators entering Cuba, February 21, 1907-June 18, 1907.
073. JAMAICA EARTHQUAKES. Letter to Secretary of War Taft, February 22, 1907.
- 074 to 074-5. POLITICAL CONDITIONS AT PLACETAS. Reports, February 24, 1907-August 21, 1907.
075. "FREYRE ANDRADE'S INTERVIEW." Letter from Secretary of War Taft, February 25, 1907.
- 076 to 076-2. COCKFIGHTING. Correspondence with Secretary of War Taft and the (Cuban) Secretary of Government, January 19, 1907-February 26, 1908.
077. RELIEF FROM MILITARY DUTY of officers serving with Provisional Government. Letter to Secretary of War Taft, February 28, 1907.
- 078 to 078-9. TRIP OF SECRETARY OF WAR TAFT TO CUBA. Correspondence with Taft and the Chief of the Bureau of Insular Affairs, and records of conferences, March 1-May 18, 1907.
079. POLITICAL CONDITIONS IN HAVANA PROVINCE. Report, February 28, 1907.

080. EXPENSES OF INTERVENTION. Telegram from Chief of Bureau of Insular Affairs regarding reimbursement by the Cuban Treasury for U. S. expenditures, March 2, 1907.
- 081 to 081-2. CONSERVATIVE PARTY. Correspondence with Secretary of War Taft, March 4-September 10, 1907.
082. DENIAL OF RUMORS OF REVOLUTION. Telegram to Secretary of War Taft, March 4, 1907.
- 083 to 083-2. CONDITIONS AT SANTIAGO. Report and correspondence, March 5-13, 1907.
- 084 to 084-5. HAGUE TRIBUNAL. Correspondence with Secretary of War Taft relating to Cuban representation, March 5-June 24, 1907.
- 085 to 085-8. CENSUS OF CUBA. Correspondence with Secretary of War Taft and others, March 5-April 29, 1907.
- 086 to 086-3. BRITISH AND BELGIAN MINISTERS TO CUBA. Correspondence with Secretary of War Taft concerning ministers, March 5-22, 1907.
087. FLAG ON GOVERNOR'S BARGE. Correspondence, January 16, 1907.
- 088 to 088-5. TREATY OF COMMERCE AND NAVIGATION WITH CUBA. Correspondence with or concerning Secretary of State Elihu Root, March 2-February 27, 1907.
- 089 to 089-1. "JUDGE COWAN MATTER." Correspondence with Secretary of War Taft, March 7-12, 1907.
- 090 to 090-2. JOINT MUNICIPAL AND PROVINCIAL ELECTIONS and length of presidential term. Correspondence with Secretary of War Taft, March 5, 1907-May 8, 1908.
- 091 to 091-1. SUGAR CROP. Correspondence with Secretary of War Taft, March 12-21, 1907.
092. POLICE DEPARTMENT. Correspondence concerning missing records that should have been on file in the Police Department, March 14, 1907.
093. "FREMONT CASE." Telegram to Secretary of War Taft, March 18, 1907.
- 094 to 094-11. CONDITIONS IN TRINIDAD. Reports, March 19-May 15, 1907.
095. REIMBURSEMENT OF UNITED STATES FOR EXPENSES OF INTERVENTION. Correspondence with Chief of the Bureau of Insular Affairs, March 19, 1907.



- 096 to 096-31. CONDITIONS IN PINAR DEL RIO. Reports, March 20, 1907-August 1, 1908.
- 097 to 097-3. CONDITIONS AT CONSOLACION DEL SUR. Reports, March 18-April 25, 1907.
098. CUBAN NATIONAL ARCHIVES. Memorandum from Secretary of War Taft, March 21, 1907, transmitting letter from J. F. Jameson, March 20, 1907.
099. CONDITIONS AT GUINES. Reports, March 22-August 12, 1907.
- 100 to 100-17. POLITICAL CONDITIONS IN CUBA. General reports, March 23-September 3, 1907.
101. FILIBUSTERS FOR HONDURAS. Memorandum, March 28, 1907.
- 102 to 102-4. CLAIMS COMMISSION. Correspondence, memoranda, and reports, March 13, 1907-May 7, 1908.
- 103 to 103-6. SURVEY OF HAVANA HARBOR. Correspondence with the Chief of Staff of the War Department and others, and a map showing concessions granted in the harbor, March 25-April 17, 1907.
104. ARMS in Santiago, Camaguey, Santa Clara, Matanzas, Havana, and Pinar del Rio Provinces. Undated report.
- 105 to 105-3. ASSASSINATION OF CHIEF OF POLICE AT GUINES. Reports and correspondence, April 3-12, 1907.
- 106 to 106-2. SECRETARY OF WAR TAFT invited to speak at Cincinnati. Telegram received for transmission to U.S.S. Mayflower, April 4, 1907.
107. CONDITIONS AT NUEVITAS. Report, March 29, 1907.
108. SECRET EXPENSES OF THE DEPARTMENT OF GOVERNMENT. Undated memorandum.
109. MARIANAO TELEPHONE COMPANY. This file has been combined with File 070.
110. STATEMENTS OF CROMWELL GIBBONS AND J. GAJATE. Letter from Secretary of War Taft, January 16, 1907.
111. BANDITS AT JOVELLANOS. Telegram regarding arrest, April 6, 1907.

112. RUMOR OF INSURRECTION PLANNED IN SANTIAGO AND ORIENTE PROVINCES. Reports, April 12-16, 1907.
- 113 to 113-1. PARDON OF CRIMINALS. Correspondence regarding Blas Torrielli and Victor Maza, 1907-November 24, 1908.
- 114 to 114-5. CUBAN COINAGE AND CURRENCY. Correspondence with Secretary of War Taft and others, February 5-August 22, 1907.
- 115 to 115-41. WATERWORKS AND SEWER SYSTEM AT CIENFUEGOS. Correspondence with Secretary of War Taft and others, and miscellaneous reports and memoranda regarding contract awarded Hugh J. Reilly, January 14, 1908-January 11, 1909.
116. LIBERAL PARTY. Report on meeting held to consider driving Moderates out of office in the Street Cleaning Department, April 30, 1907.
- 117 to 117-33. ATTACK ON U.S. SAILORS BY SANTIAGO POLICE. Correspondence with Secretary of War Taft and the Governor of the Province of Oriente, and miscellaneous reports, April 30-June 29, 1907.
118. VIOLATION OF IMMIGRATION LAW by two Spaniards. Report by the Inspector General of Jails, Penitentiary, and Charitable Institutions, May 2, 1907.
119. ARMS in possession of Estaban Leiseca and Eloy González. Correspondence and reports, April 6-May 6, 1907.
- 120 to 120-1. WAR CLAIMS. Correspondence with President Theodore Roosevelt, the Chief of the Bureau of Insular Affairs, and others with reference to the complaint of Sloan Simpson concerning the methods of the (Cuban) Treasury Department in paying soldiers' certificates, April 20-August 9, 1907. This file contains a letter signed by Theodore Roosevelt.
- 121 to 121-3. HIGHWAY CONSTRUCTION. Miscellaneous correspondence, May 4-September 19, 1907.
122. PLAGUE AT LAS PALMAS, Canary Islands. Telegrams received and sent, May 10, 1907.
123. EXTENSION OF GUANTANAMO RESERVATION. Letter from Brig. Gen. Thomas H. Barry, Commanding, Army of Cuban Occupation, May 7, 1907, with enclosures including a map.
124. LABOR DIFFICULTIES AT CANA ALTA. Report, May 7 and 8, 1907.
125. BANDITS. Correspondence, May 14 and 15, 1907, concerning an article entitled "Dead or Alive," published in the Havana Post, May 13, 1907.



- 126 to 126-3. JUDGE OTTO SCHOENRICH. Correspondence concerning Schoenrich's relinquishment of a post in Puerto Rico in order to remain with the Provisional Government, May 27, 1907.
127. SLAUGHTERHOUSE, SANTIAGO DE CUBA. Correspondence relating to sanitary conditions, May 25-28, 1907.
128. LIQUOR ILLEGALLY STORED IN CIENFUEGOS. Report, June 7, 1907.
129. RUMOR OF REVOLUTIONARY SPIRIT AMONG NEGROES IN ORIENTE PROVINCE. Report, June 6, 1907.
130. MEETING OF LIBERALS AT CAMAGUEY. Report, June 6, 1907.
- 131 to 131-1. RETENTION OF AMERICAN TROOPS IN CUBA AFTER WITHDRAWAL OF PROVISIONAL GOVERNMENT. Correspondence with Secretary of War Taft, March 9-June 10, 1907.
132. MARIANAO TELEPHONE COMPANY. This file has been combined with File 070.
- 133 to 133-1. REFUSAL OF RURAL GUARDS TO WORK ON BARRACKS AT SANTA CLARA. Correspondence, June 12 and 13, 1907.
- 134 to 134-1. ARMY ENGINEERS. Correspondence concerning detail for work with the Department of Public Works, June 10-24, 1907.
- 135 to 135-3. WATERWORKS AT VEDADO. Correspondence and reports, August 17-September 26, 1907.
136. EMPLOYMENT OF FRANK FEUILLE in Department of State and Justice. Correspondence with Secretary of War Taft and others, May 29, 1907-July 8, 1908.
137. THEFT OF HORSES. Correspondence concerning S. M. Noy, December 11-13, 1906.
138. GEN. CARLOS ROLOFF. Correspondence concerning appeal to provide for Roloff's family, May 21-June 27, 1907.
139. MURDER AT SAN ANTONIO DE LOS BANOS. Report, July 8, 1907.
140. JULIAN VALIENTE, Contador Central de Hacienda. Report on Valiente's inefficiency, June 17, 1907.
141. LEOPOLDO ZARRAGOITIA. Recommendation for promotion, June 22, 1907.
142. CONDITIONS IN SANTIAGO DE CUBA. Reports, June 24-August 27, 1907.

- 143 to 143-2. SHIPMENT OF ARMS TO GIBARA. Reports and correspondence, June 22-July 7, 1907.
144. MARIANAO TELEPHONE COMPANY. This file has been combined with File 070.
145. "APPOINTMENT OF LEON." Telegram, July 9, 1907.
- 146 to 146-25. UPRISING IN SANTIAGO PROVINCE. Reports, correspondence, and memoranda, July 8-December 17, 1907.
147. CUBAN CENTRAL RAILWAY. Letter from Secretary of State Robert Bacon relating to contact with Perseverancia Estate, July 10, 1907.
148. LEROY ELTINGE. Telegram reporting Eltinge's arrival, July 12, 1907.
149. CATTLE STEALING IN SANTIAGO PROVINCE. Report, July 1, 1907.
- 150 to 150-2. ELECTION OF MAYOR AT MANZANILLO. Reports, September 9-24, 1907.
- 151 to 151-4. GEN. JOSE MIGUEL GOMEZ. Correspondence regarding his candidacy for presidential nomination by Liberal Party, July 23-August 2, 1907.
152. PERSONAL CORRESPONDENCE WITH MAJ. GEN. J. FRANKLIN BELL, Chief of Staff, U.S. Army, June 20-July 21, 1907.
153. CHANGES IN POLITICAL SITUATION. Report to Secretary of War Taft, July 21, 1907.
154. DEPARTMENT OF PUBLIC INSTRUCTION. Letter from A. Zayaz regarding irregularities, July 13, 1907.
155. GEN. JOSE MIGUEL GOMEZ. Letter announcing his retirement from Committee on Nominations, July 19, 1907.
156. CLIPPINGS FOR PRESIDENT ROOSEVELT. Letter from the President's secretary acknowledging clippings, July 29, 1907.
157. UNITED FRUIT COMPANY. Correspondence concerning application to establish a wireless telegraph station at Cape San Antonio, July 22-August 16, 1907.
- 158 to 158-33. GEN. MASO PARRA. Reports on Parra's movements and political activities, July 31-September 28, 1907.
- 159 to 159-9. UNEASINESS AMONG NEGROES because of failure to receive share of the public offices. Reports, memoranda, and correspondence, July 29, 1907-November 26, 1908.



160. SETTLEMENT OF CIGAR STRIKE. Letter from Secretary of War Taft offering congratulations, July 31, 1907.
- 161 to 161-1. SECRET SERVICE FUNDS. Correspondence and fiscal statements, August 8, 1907-April 8, 1908.
162. IMPROVEMENTS IN HAVANA AND HAVANA HARBOR. Report to Secretary of War Taft, August 10, 1907.
- 163 to 163-1. INOCENTE GUEVARA. Correspondence relating to Guevara, August 13-19, 1907.
164. DEPARTMENT OF POSTS AND TELEGRAPHS. Correspondence regarding interference of M. Sobrado with the Department's activities, August 8 and 9, 1907.
165. ARMED MOVEMENT AT MANAJANABO. Report, August 15, 1907.
166. LIEUTENANT IBONET, VETERINARIAN. Correspondence concerning Ibonet's lack of qualifications, August 3-20, 1907.
167. ARMED BAND AT MINA DESCANSO. Reports and correspondence relating to "holdup" of a former sergeant in the 10th U.S. Cavalry, August 19-27, 1907.
168. POLITICAL CONDITIONS IN PALMIRA. Report, August 10, 1907.
- 169 to 169-1. CUBAN CABINET OFFICERS. Telegraphic correspondence with Secretary of War regarding charges of dishonesty against the Cabinet of President Palma, August 23-26, 1907.
170. ARMED PARTIES, CATTLE STEALING, AND BLACKMAIL around Cabañas and Cañas, Pinar del Río Province. Reports, August 20-21, 1907.
- 171 to 171-1. YELLOW FEVER IN CUBA. Correspondence and reports, August 10, 1907-June 3, 1908.
172. THREAT OF UPRISING IN SAN JUAN Y MARTINEZ. Correspondence with Maj. Gen. Faustino Guerra assuring him of preparedness to cope with any uprising, 1907.
- 173 to 173-9. POLICIES OF THE ROOSEVELT ADMINISTRATION. Cuban Secret Service reports concerning subversive groups in Cuba, and general correspondence with the Chief of the Bureau of Insular Affairs, Secretary of State Elihu Root, and Secretary of War William H. Taft, August 26, 1907-April 21, 1908.
174. SMALL STEAMER EL ORIENTE. Confidential memorandum to the Provisional Governor from the Secret Service concerning this vessel, August 28, 1907.

175. REMOVAL OF CUSTOMS HOUSE EMPLOYEE, Isabela de Sagua. Correspondence with Gen. José M. Gómez, August 21-26, 1907.
176. POLICY. Cablegram from Chief of Bureau of Insular Affairs stating that no change of policy was contemplated during the period of intervention, September 10, 1907.
- 177 to 177-2. DISTURBANCES BETWEEN MARINES AND CUBANS. Reports and memoranda, October 2-23, 1907.
178. EFFORTS TO REDUCE TARIFFS BY W. L. BASS, operating under the name "Fiscus." Correspondence with Chief of Bureau of Insular Affairs, September 6-October 3, 1907.
179. ANTI-AMERICAN ARTICLE, printed in La Debacle, August 30, 1907.
180. EDITORIAL IN DIARIO DE LA MARINA, written by José de Armas and sent to President Roosevelt by the Provisional Governor, September 3, 1907.
181. LETTER TO HON. GEORGE S. HILL, from the Provisional Governor, relating to an article published in the North American Review and misleading reports about yellow fever, September 3, 1907.
182. INTEGRITY OF CAPTAIN SHANTON, Chief of the Zone Police. Letter to Secretary of War Taft, March 18, 1907.
183. ADMINISTRATION OF CUBAN AFFAIRS. Correspondence with J. N. Higgenbotham, August 29-September 4, 1907.
- 184 to 184-4. DREDGING INSPECTIONS; POLITICAL CONDITIONS. Correspondence, reports, and memoranda, May 7, 1907-March 4, 1908.
185. WATER SUPPLY. Correspondence concerning best sources of water supply for Army post at Morro Barracks, Santiago de Cuba, September 5, 1907.
- 186 to 186-4. LIEUTENANT COLONEL BULLARD reports on Santiago de Castillo, suspected of being connected with small revolutionary attempt at Santiago de Cuba in July 1907; September 5, 1907.
187. CUBAN CONSUL IN SHANGHAI. Correspondence concerning use of consul's position to protect gamblers, November 27, 1907-April 15, 1908.
188. SPEYER BONDS. File is missing; charge card is marked "Withdrawn by Mr. Kelly, January 6, 1909."



- 189 to 189-3. REVOLUTIONARY MOVEMENTS IN HAITI AND SANTO DOMINGO. Correspondence with Secretary of State Elihu Root and the acting head of the Cuban Department of State, April 3-15, 1908.
190. ILLNESS OF SECRETARY ROOT'S PRIVATE SECRETARY. Telegrams exchanged between the Provisional Governor and the Department of State, September 24, 1907.
- 191 to 191-20. REPORTS ON MIGUELISTA MEETINGS throughout Cuba, in support of Gen. Jose Miguel Gómez, September 18, 1907-October 14, 1908.
- 192 to 192-2. THREATS ON LIFE OF PROVISIONAL GOVERNOR. Anonymous and other communications, September 29-November 10, 1907.
193. ACTING SECRETARY OF TREASURY OF CUBA directed to send a coast guard to look into matter mentioned in the "letter of Major Slocum," October 1, 1907.
- 194 to 194-2. REPORTS ON POLITICAL CONDITIONS and bad characters in La Habana Province, October 4, 1907-July 31, 1908.
- 195 to 195-12. RAILROAD STRIKE. Correspondence and reports, October 2-November 5, 1907.
- 196 to 196-16. STRIKES AND LABOR TROUBLES THROUGHOUT CUBA. Correspondence and reports, September 30, 1907-October 5, 1908.
- 197 to 197-10. SMUGGLING OF ARMS AND AMMUNITION. Reports from provincial governors and others, October 3, 1907-September 2, 1908.
- 198 to 198-71. LIST OF VISITORS TO PRISONERS held in connection with Parra movement, October 4, 1907-February 11, 1908.
- 199 to 199-3. PARRA MOVEMENT. Letters to Secretary of War explaining trial of possible leaders of the revolutionists, who were apprehended for their activities in the Parra movement, October 1 and 2, 1907.
200. REPORT ON FIRE, which occurred in same block as marine barracks, October 8, 1907.
201. BLUE CODE OF STATE DEPARTMENT. Correspondence with Acting Secretary of State Robert Bacon, October 8-12, 1907.
202. JOHN W. FURLONG reports to the Chief of Staff concerning movement in favor of Gen. Mario Menocal for the Presidency, October 18, 1907.

- 203 to 203-122. GENERAL POLITICAL INFORMATION concerning time of elections, politicians, political parties, and orators, October 25, 1907-December 5, 1908.
204. PRACTICE MARCH. Report by intelligence officer on the cool reception given American soldiers marching into Morón, October 21, 1907.
205. COUNTERFEIT SILVER DOLLARS. Correspondence and reports, November 21-December 5, 1907.
- 206 to 206-1. RURAL GUARD. Letters relating to the transfer of certain officers because of their political involvements, November 2-December 23, 1907.
207. DEPOSITS OF GOVERNMENT FUNDS in banks for loan to Cuban industries. Correspondence and reports, November 25, 1907-November 29, 1908.
208. REORGANIZATION OF HAVANA POLICE FORCE. Correspondence with the Police Commissioner of New York City and others, November 22-December 23, 1907.
209. QUARANTINE RESTRICTIONS. Correspondence with the Chief of the Bureau of Insular Affairs and others concerning quarantine established by the United States against Cuba, December 10, 1907-April 15, 1908.
210. ECCLESIASTICAL COURTS. Correspondence and reports, including opinion of the Supervisor of the Department of State and Justice as to whether the laws of Cuba recognized the existence of these courts, November 15-December 7, 1907.
211. IMPORTATION OF PROSTITUTES INTO CUBA. Telegram, December 18, 1907.
- 212 to 212-16. ANNUAL REPORT OF GOVERNOR MAGOON. Correspondence, November 12, 1907-January 17, 1908.
- 213 to 213-1. ALCOHOL TAX. Reports on investigation of frauds committed in the collection of this tax, December 30, 1907-January 7, 1908.
- 214 to 214-3. ANARCHISTS. Reports relating to the presence of Spanish anarchists among labor groups in Cuba, December 30, 1907-January 18, 1908.
- 215 to 215-1. GENERAL STRIKE. Reports of rumors of the calling of a general strike, December 29, 1907-January 3, 1908.
216. JAPANESE DEPARTMENT OF AGRICULTURE REPRESENTATIVES. Correspondence and reports concerning representatives' departure for Cuba, January 3, 1908.



217. PRESIDENT OF THE SPANISH COLONY OF CIENFUEGOS submits claims for damage done to the Quinta of the Spanish Colony at the time of its disinfection in August 1907; December 25, 1907-January 9, 1908.
- 218 to 218-6. PHARMACISTS. Protests to the Governor against the decree affecting pharmacists in Cuba, January 10-March 9, 1908.
- 219 to 219-8. PROVISIONAL GOVERNOR'S CONFERENCE WITH THE PRESIDENT, SECRETARY ROOT, AND SECRETARY TAFT, JANUARY-FEBRUARY, 1908. Cablegrams and memoranda, January 21-February 20, 1908.
- 220 to 220-2. REPORTS ON "FEDERATION OF THE PRODUCING CLASSES OF THE ISLAND OF CUBA," January 18-23, 1908.
- 221 to 221-16. REPORTS ON MOVEMENTS OF BERROA AND BASS, revolutionists in Cuba, February 6-27, 1908.
- 222 to 222-6. PLANS FOR FUTURE STABILITY OF CUBAN REPUBLIC. Correspondence and reports, including report from the Provisional Governor to President Roosevelt, concerning possible difficulties and their solutions, February 4-November 26, 1908.
- 223 to 223-1. OBJECTIONS TO AMERICAN PLANS FOR CUBA. Cable correspondence concerning the sending of a Cuban committee to Washington to object to American plans, February 15-20, 1908.
224. GEORGE B. GRAVES AND PHILIP STINGEL. Correspondence concerning the request of the U.S. Secret Service that it be informed at the time Graves and Stingel left Havana for the United States, February 14-March 11, 1908.
225. CONFLICTS BETWEEN U.S. FORCES AND CUBANS. Most of this file--which pertains mainly to murder charges preferred against and the trial of William J. Gwinnell and John J. Cooper--was removed from its proper place in the Provisional Governor's confidential correspondence by personnel of the Bureau of Insular Affairs and was placed in BIA File 17801, of which it is now an inseparable part.
- 226 to 226-1. REPORT ON "LA BATALLION [sic] DE TIRADORES DE LARA," an armed band in Havana, February 20-April 9, 1908.
227. ACCIDENT ON CUBA COMPANY RAILROAD. Report, March 20, 1908.
228. CORRESPONDENCE CONCERNING PROPOSALS OF MANUEL M. MARQUEZ for connecting Havana and Washington by "an electrical elevated hanging on two cables," March 1-April 1, 1908.

229. APPOINTMENT OF GEN. "PINO" GUERRA AS COMMANDER OF PERMANENT ARMY. Report on popular reaction.
230. APPOINTMENT OF ARMY OFFICERS AS PROVINCIAL GOVERNORS. Correspondence and reports, April 9-August 13, 1908.
231. RUMORS CONCERNING BANK FAILURES, hard times, and plans of various Cuban political groups. Report, April 29, 1908.
232. WRECKS OF THE MAINE, THE ALFONSO XIII, AND VARIOUS SPANISH WAR VESSELS destroyed on the Cuban coast. Correspondence, April 9-May 8, 1908.
233. TELEGRAM URGING MAGOON TO ACCEPT APPOINTMENT AS "UMPIRE FOR (PANAMA) CANAL LAND," May 9, 1908.
234. ROYAL BANK OF CANADA. Letter regarding return of deposited funds to the Cuban Treasury, May 12, 1908.
235. SEIZURE OF FISHING SCHOONERS. Request of the State Department for information, May 28, 1908.
236. BUBONIC PLAGUE. Report on unfounded rumor, June 11, 1908.
- 237 to 237-2. MRS. HOWARD SOLAR. Correspondence concerning alleged persecution of Cuban widow by prominent Havana interests, June 4-July 6, 1908.
238. APPLICATION BY "MR. VEGA," Second Secretary of the Cuban Legation to Spain, for leave of absence, July 2, 1908. Part of the file is missing.
- 239 to 239-2. GONZALO DE QUESADA. Correspondence concerning Quesada's trip to Europe to study immigration problems, June 30-July 2, 1908.
- 240 to 240-2. MILEAGE FOR OFFICERS AND CONTRACT SURGEONS. Cable correspondence, June 30-July 14, 1908.
241. VISIT OF SPANISH SCHOOLSHIP NAUTILUS TO HAVANA. Report to Secretary of War, July 14, 1908.
- 242 to 242-3. POLITICAL REPORTS concerning the union of the two factions of the Liberal Party--the Miguelistas and the Zayistas, August 12-28, 1908.
- 243 to 243-3. REPORTS ON ILLEGAL SELLING OF MEAT and other supplies intended for use of the Army of Cuban Pacification, October 2-November 12, 1908.



- 244 to 244-10. POLITICAL GATHERINGS. Reports on disturbances and their instigators, September 27-November 13, 1908.
245. REPORT ON VINCENTE GARCIA VALDES, "Marqués of Tabuérniga," Washington correspondent of the Diario Español and an anti-American writer, September 26-29, 1908.
246. INDEPENDENT NEGRO PARTY. Report, September 23, 1908.
- 247 to 247-3. MILITARY SYSTEMS. Instructions and correspondence concerning foreign travel of General Guerra and aides for the purpose of studying different military systems, October 28-November 27, 1908. Part 247-2 of the file is missing ("Withdrawn by Captain Ryan Nov. 27/08").
248. SECRET WITCHCRAFT SOCIETIES. Report, October 13-15, 1908.
- 249 to 249-2. REPORTS ON FRAUDS IN THE DEPARTMENT OF PUBLIC INSTRUCTION, October 27-29, 1908.
250. FINANCIAL CONDITION OF CUBA. Report to the President and miscellaneous correspondence, August 13-26, 1908.
- 251 to 251-1. SECRET SERVICE MATTERS in hands of Captain Ryan, October 22-November 9, 1908.
- 252 to 252-1. TELEGRAMS ON POLITICAL MATTERS, November 5, 1908.
- 253 to 253-6. TRIP OF GOVERNOR MAGOON TO THE UNITED STATES. Cable and telegraphic correspondence, November 20-December 2, 1908.
254. TRANSFER OF FUNDS TO CAPTAIN RYAN, to be receipted and accounted for by him, November 25, 1908.
255. MEETING OF THE "COALICION LIBERAL," at which was proposed the creation of a Department of War and Navy. Report, November 26, 1908.
256. TERMINATION OF EMPLOYMENT OF SECRET SERVICE MEN, November 28, 1908.
257. DR. CARLOS FINLAY, provisions for retirement of, December 2, 1908.

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.





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ILLINOIS HISTORICAL SURVEY

PRELIMINARY



INVENTORIES

Number 147

RECORDS OF THE COMMITTEE ON  
FAIR EMPLOYMENT PRACTICE

Compiled by Charles Zaid

THE LIBRARY OF THE  
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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS  
OF THE COMMITTEE  
ON FAIR EMPLOYMENT PRACTICE

(Record Group 228)

Compiled by Charles Zaid



The National Archives  
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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of the Civil War have been described in Guide to Federal Archives Relating to the Civil War, those of World War I in Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

Early in the defense period preceding America's entry into World War II it became obvious that full mobilization of American manpower in industry would not be realized without Government intervention in behalf of the Nation's minority group workers. To help integrate these groups--numbering some 30 million members--into the war effort and to prevent discrimination in essential industry, the Government embarked on a course of action in mid-1940. The National Defense Advisory Commission established an office in its Labor Division to facilitate the utilization and training of Negro workers; and it reached an agreement with the American Federation of Labor (AFL) and the Congress of Industrial Organizations (CIO) whereby they accepted responsibility for combating prejudice among their members against Negro workers. The U.S. Office of Education followed with an announcement of a nondiscrimination policy in the expenditure of Federal funds for vocational training for defense. Congress, in appropriating money for defense training in October 1940, forbade discrimination against trainees because of sex, race, or color.

The results of these Government measures did not satisfy some prominent Negro leaders, and one of them, A. Philip Randolph, president of the Brotherhood of Sleeping Car Porters, AFL, at the beginning of 1941 urged that the Negro people march on Washington to protest discrimination and demand that they be given greater employment opportunities in defense industries. The march was officially scheduled for July 1, 1941. The number of marchers expected to participate grew from 10,000 to 100,000. At the beginning of June more than 100 Negro ministers urged the members of their churches to take part in the march. After a series of hurried conferences between Negro leaders and Government officials, the march was called off.

Executive Order 8802, prohibiting discrimination in Government and defense industry, was issued on June 25, 1941. After asserting that national unity and the morale of minority groups were being impaired by discrimination, the Executive order, hailed by the Negro press as the greatest document since the Emancipation Proclamation, reaffirmed the policy of nondiscrimination in defense industry and Government. It declared it to be the "duty of employers and of labor organizations to provide for the full and equitable participation of all workers in defense industries, without discrimination because of race, creed, color, or national origin." All Federal agencies concerned with vocational and training programs for defense production were ordered to administer such programs without discrimination, and all defense contracts thereafter negotiated by contracting agencies of the Federal Government were to include a provision "obligating the contractor not to discriminate against any worker because of race, creed, color, or national origin." A Committee on Fair Employment Practice (FEPC), consisting of a chairman and four members appointed by the President, was established in the Office of Production Management, to "receive and investigate complaints of



discrimination," to take appropriate steps to redress valid grievances, and to recommend to Government agencies and to the President measures required to implement the order.

Less than a month later, on July 18, 1941, the President issued Executive Order 8823, increasing the Committee membership to six (including the Chairman), to serve without compensation, and appointed the following as members: Mark Ethridge, of Kentucky, publisher of the Louisville Courier-Journal, Chairman; David Sarnoff, of New York, president of the Radio Corporation of America; Earl Dickerson, of Illinois, a member of the Chicago City Council as alderman of its Second Ward and formerly assistant attorney general of Illinois; William Green, of Washington, D. C., president of the AFL; Milton P. Webster, of Illinois, first international vice president of the Brotherhood of Sleeping Car Porters; and Philip Murray, of Washington, D. C., president of the CIO. Later the President appointed Frank Fenton as alternate for William Green and John Brophy as alternate for Philip Murray. When Mr. Fenton resigned in December 1942, Boris Shishkin was appointed as alternate for Mr. Green. On August 12, 1941, Lawrence W. Cramer, former Governor of the Virgin Islands, was called from teaching at the Harvard University Law School to become the Committee's Executive Secretary.

By Executive Order 9111, of May 25, 1942, the number of Committee members was increased to seven. Dr. Malcolm S. MacLean, of Virginia, president of Hampton Institute, was appointed as Chairman to replace Mr. Ethridge, who had resigned the chairmanship but continued to act as a member of the Committee.

The Committee was established first in the Office of Production Management (OPM), where it functioned within the Labor Division. On January 26, 1942, the OPM was abolished and the Committee was transferred to the War Production Board (WPB). On July 30, 1942, it was transferred to the War Manpower Commission under the direction of the Chairman of that agency.

The staff of the first Committee consisted of an Executive Secretary, an Assistant Executive Secretary, and six field investigators. The Committee determined policy and program, heard cases, made findings of fact, and issued directives. The Chairman, assisted by the Deputy Chairman, administered the program and directed the staff. The Executive Secretary and the Assistant Executive Secretary supervised the processing of complaints and the day-to-day administration of the program. The Assistant Executive Secretary also acted as General Counsel and directed the hearings activities of the Committee. At the time of the Committee's transfer to the WPB, the staff included seven officers and five clerks. In May 1943, just before the first Committee was abolished, its staff had increased to 27 professional employees and 16 clerical employees, of whom 35 were in the central office and 8 were in the field.



The principal achievement of the first FEPC was the publicizing of the need for Government supervision in the field of fair employment practices through a number of public hearings of complaints of discrimination, which were held in Los Angeles on October 20 and 21, 1941; Chicago, January 19 and 20, 1942; New York, February 16 and 17, 1942; and Birmingham, June 18, 19, and 20, 1942. During the period of its integration within the War Manpower Commission, from July 30, 1942, to May 26, 1943, the number of hearings held by the Committee, as well as its other activities, decreased considerably. On March 1, 1943, the Committee sent a communication to President Roosevelt strongly urging that it be placed as an independent agency outside the jurisdiction of the WMC and upholding the need for a FEPC as a prerequisite for achieving a peaceful solution of the minority problem.

On May 27, 1943, President Roosevelt issued Executive Order 9346, abolishing the old Committee and creating a new Fair Employment Practice Committee in the Office for Emergency Management, then a part of the Executive Office of the President. The new order enlarged upon Executive Order 8802 while repeating its basic principles. It stated clearly that it was the duty of all employers, including Federal agencies and labor organizations, "to eliminate discrimination in regard to hire, tenure, terms or conditions of employment, or union membership because of race, creed, color, or national origin." Contracting agencies of the Government were directed specifically to require a nondiscrimination provision in all subcontracts in addition to all prime contracts, as was mandatory under Executive Order 8802. The Committee's powers to conduct hearings and make findings of fact, to promulgate rules and regulations, and to "take appropriate steps to obtain elimination of such discrimination" were stated in great detail. The new Committee consisted, as had the first Committee, of seven members; and its Chairman became a paid official with a salary not to exceed \$10,000 a year. Msgr. Francis J. Haas, Dean of the School of Social Sciences at Catholic University and a well-known labor mediator, was appointed as Chairman and served until he was named Bishop of Grand Rapids on October 7, 1943. Former Deputy Chairman Malcolm Ross, author and former Director of Information of the National Labor Relations Board, was named his successor by President Roosevelt on October 18, 1943. The six members appointed to serve with Monsignor Haas were: John Brophy, of Washington, D. C., director of Industrial Union Councils, CIO; Samuel Zemurray, of Louisiana, president of the United Fruit Company; P. B. Young, of Virginia, publisher of the Norfolk Journal and Guide; Boris Shishkin, of Washington, D. C., an economist with the AFL; Sara E. Southall, of Illinois, a supervisor of employment and service with the International Harvester Corporation; and Milton P. Webster, international vice president of the Brotherhood of Sleeping Car Porters. Upon the resignation of Mr. Zemurray and Mr. Young for reasons of health, Charles H. Houston, of Washington, D. C., an attorney, and Charles L. Horn, of Minnesota, president of the Federal Cartridge Corporation, were appointed to the Committee.



The headquarters organization of the second Committee consisted of the Office of the Chairman, which also assumed the functions of the Office of Executive Secretary of the first Committee; the Office of Deputy Chairman; the Division of Budget and Administrative Management, which handled the Committee's budgetary, fiscal, property, and personnel affairs; the Legal Division, directed by the Deputy Chairman, which was chiefly concerned with the holding of hearings; the Division of Review and Analysis, which analyzed operations, planned programs, and prepared material for public release through the Information Office; the Division of Field Operations, which was responsible for receiving, docketing, processing, and closing all cases; and the Information Office, attached to the Office of the Chairman, which maintained liaison with the press and other organs of public information and with other Government agencies and private groups. Its field organization, at peak strength, consisted of 13 regional and 5 subregional offices, extending across the country from Boston, New York, Philadelphia, and Atlanta in the East to San Francisco and Seattle on the Pacific coast. The field offices handled the initial investigation of complaints and made adjustments where possible.

The Committee was both an advisory, or policy making, and an operating agency. Its jurisdiction over discriminatory employment practices extended to three classes of complaints: (1) complaints against agencies of the Federal Government; (2) complaints against all employers, and the unions of their employees, having contracts with the Federal Government that contained a nondiscrimination clause, whether or not those contracts pertained to the war effort; and (3) complaints against all employers, and the unions of their employees, engaged in the production of war materials or in activities necessary for the maintenance of such production or for the utilization of war materials, whether or not those employers had contracts with the Government.

To be entitled to consideration, a complaint lodged with the Committee had to allege discrimination relating to hiring or employment. Thus a complaint by an employee alleging that he was discriminated against by being excluded from a social function or party given by his employer could not be considered by the Committee as coming within its jurisdiction. Only an allegation of refusal to hire because of race, creed, color, or national origin brought the complaint within the Committee's purview. In one case, a complainant in the New York area alleged that a certain employer hired only light-skinned Negroes and refused to employ darker members of her race. The Fair Practice Examiner refused to process the complaint on the ground that the employer had met his obligation to hire qualified Negro workers as required by the Executive order. Of a total of 14,000 complaints of discrimination handled by the FEPC, those based on race amounted to 80 percent of the aggregate and were received mostly from Negroes; those based on national origin amounted to 14 percent and involved chiefly Mexican-Americans; and those based on creed or religion amounted to 6 percent and originated primarily from Jewish sources.



The Committee had no enforcement powers whereby it could require compliance with its decisions and directives. To obtain compliance, it depended on its own powers of persuasion or the prestige of other Government agencies concerned with manpower and labor relations. In some cases it made agreements with the agencies for carrying out the nondiscrimination policy. Thus violation of a war contractor's obligations, brought to the attention of the proper contracting agency, might result in cancellation of the contract or in failure to renew it. The Committee, as a last resort, might cite the violator to the President. Only one case--the one against 14 railroads and 7 labor organizations--was deemed unsolvable at Committee level and was cited to the President of the United States.

Throughout its history the FEPC faced vigorous and unremitting attacks from many quarters. In 1943 the Southwestern Bell Telephone Co., of Kansas City, Mo., refused to sign a contract to furnish telephone service to agencies of the Federal Government because of a clause, inserted pursuant to the Executive order, prohibiting discrimination. The agency within whose jurisdiction the contract came requested a ruling from Lindsay C. Warren, Comptroller General of the United States, on whether contracts and leases "may be entered into and payments made thereunder in cases where the contractor refuses to execute a contract or lease containing a non-discrimination clause." Mr. Warren ruled on October 7, 1943, that contracts and leases could be entered into and payments made thereunder in such cases and that the inclusion of a nondiscrimination clause in Government contracts was not mandatory. Since this ruling struck at the heart of the Committee's jurisdiction, the FEPC requested clarification of the intent of President Roosevelt's language in the paragraph in question. The President replied in a letter of November 6, 1943, to the Attorney General of the United States, that "these provisions are mandatory and should be incorporated in all Government contracts."

On June 20, 1944, Congress passed an appropriation act for the fiscal year 1945, which contained an amendment requiring congressional approval of any appropriation for an "executive order" agency that had been in existence for more than a year. Before the passage of this act, funds for the FEPC had been provided for from the President's overall emergency fund without the need for obtaining congressional approval for the expenditure thereof. The National War Agencies Appropriation Act of 1946, passed on July 13, 1945, appropriated \$250,000 for the FEPC and provided that "in no case shall this fund be available for expenditure beyond June 30, 1946." During the period from August to December 1945 the FEPC reduced its staff from 128 to 31 and closed all its field offices except those at Chicago, Detroit, and St. Louis. On May 3, 1946, the Committee Chairman informed all FEPC employees that they would be placed immediately on a 30-day furlough because of lack of funds. The Committee remained in existence until June 28, 1946, when it issued its "Final Report" to the President and simultaneously tendered the formal resignations of all its members.



All known extant records of the headquarters and regional offices of the FEPC (except the personnel files) were transferred to the National Archives from the Committee on May 14, 1946, and from the Department of the Treasury on March 11, 1947. The Committee's personnel records are in the Federal Records Center, St. Louis, Mo.

The records described in this inventory amount to 215 cubic feet and comprise Record Group 228, Records of the Committee on Fair Employment Practice. They are described hierarchically by creating unit.

Other records in the National Archives that relate to those described in this inventory are in the following record groups: 13, Records of Railroad Labor Boards; 24, Records of the Bureau of Naval Personnel; 80, General Records of the Department of the Navy; 133, Records of the Federal Coordinator of Transportation; 174, General Records of the Department of Labor; 179, Records of the War Production Board; 183, Records of the Bureau of Employment Security; 211, Records of the War Manpower Commission; and 212, Records of the Committee for Congested Production Areas.

# RECORDS OF THE COMMITTEE ON FAIR EMPLOYMENT PRACTICE

## HEADQUARTERS RECORDS

### Records of the Office of the Chairman

The Chairman was responsible for the operation of the agency within the limits of program and policies established by the Committee. He presided over the meetings of the Committee; interpreted Committee policies; directed the work of the several divisions and the internal management of the agency; selected and appointed all its personnel; and maintained liaison with the President, the heads of other Government agencies, and the public. Mark Ethridge served as first Chairman of the Committee from July 18, 1941, to March 25, 1942. On May 25, 1942, he was succeeded by Dr. Malcolm S. MacLean, who served until March 1943, shortly before the dissolution of the first Committee. Msgr. Francis J. Haas was appointed the Chairman of the new Committee on May 27, 1943; he resigned on October 7, 1943. He was succeeded by Malcolm Ross, who served from October 18, 1943, until the Committee was abolished on June 30, 1946.

SUMMARY MINUTES OF MEETINGS. Jan. 18, 1942-Sept. 15, 1945. 1/2 in. 1  
Relate to reports, discussions, motions, and decisions on FEPC policies, and to programs, procedures, cases, hearings, appropriations, and personnel matters. Included are lists of Committee and staff members present at the meetings. Arranged chronologically.

SUMMARIES OF ACTIONS TAKEN BY THE COMMITTEE AT ITS MEETINGS. Sept. 11, 1942-Mar. 15, 1943; July 6, 1943-July 21, 1945. 1 in. 2  
Consist of (1) lists of the Committee's actions on matters considered at its meetings; and (2) summaries in the form of memoranda from George M. Johnson, Assistant Chairman (later Deputy Chairman) to the staff, which were designated as "confidential" by the FEPC. Arranged chronologically by date of meeting. There is an alphabetical subject index giving dates of actions from July 6, 1943, to July 21, 1945.

AGENDA. Aug. 27, 1941-Aug. 27, 1945. 1/4 in. 3  
Lists of subjects scheduled for consideration at meetings of the FEPC, including cases, hearings, reports, proposed actions, and administrative problems. Arranged chronologically.

DOCUMENTS FILE. Jan. 15, 1944-Aug. 27, 1945. 3 in. 4  
Copies of documents that were distributed to Committee members for consideration at FEPC meetings. They consist mainly of agenda, letters, teletypes, interoffice memoranda, statements, reports, analyses, decisions, and budgetary materials relating to discrimination cases, appropriation and organizational matters, suggested legislation, and other proposed actions. Many documents are numbered to correspond with items on the agenda (see entry 3). Arranged chronologically by date of meeting.



OUTGOING CORRESPONDENCE. Aug. 1941-May 1946. 25 ft.

5

Copies of letters, memoranda, teletypes, and reports sent by officials in the Washington office to Committee members, Regional Directors, other staff members, Government agencies, complainants, unions, Negro and Jewish organizations, and industrial concerns. For the period when the first Committee functioned, the correspondence is chiefly that of the Executive Secretary, the Assistant Executive Secretary, the Administrative Assistant, and Field Representatives. For the period after May 1943, the series also contains correspondence of the Chairman and his assistants, the Deputy Chairman, the Administrative Officer, and other officials, particularly division heads. Although most of the correspondence consists of replies to complaints alleging discrimination in employment and related papers, there is also a considerable quantity that pertains to the Committee's organization, jurisdiction, policies, programs, procedures, budget, personnel affairs, and operating relationships with other Federal agencies; proposed FEPC legislation; the transmittal of informational materials; and employment of Negroes. In two sets: one arranged chronologically and thereunder alphabetically by name of addressee; the other alphabetically by name of addressee and thereunder chronologically.

READING FILE. Jan. 1943-May 1945. 8 in.

6

Copies of letters and teletypes sent by the Chairman, the Assistant to the Chairman, and the Executive Secretary to Committee members, Regional Directors, other Government agencies, minority organizations, unions, and private persons. They relate to complaints of discrimination, cases before the FEPC, budgetary and personnel matters, official engagements of the Chairman, and public expressions of interest in the Committee's work. Arranged alphabetically by name of addressee and thereunder chronologically.

OFFICE MEMORANDA. Oct. 1942-Jan. 1945. 3 in.

7

Chiefly memoranda of the Office of the Chairman, but including some of other FEPC offices, which were exchanged with FEPC officials, the War Manpower Commission, and the White House Office. The memoranda relate to complaints alleging discrimination in employment; alleged labor union discrimination against Negroes; cases before the Committee; and FEPC policies, procedures, personnel, publicity, and relationships with other Federal agencies. Arranged alphabetically by name of addressee or sender or by subject.

OFFICE FILES OF MALCOLM ROSS. June 1940-June 1946. 3 ft.

8

Correspondence; memoranda; telegrams; reports; statements; summaries of FEPC hearings and related findings and directions; copies of operating agreements with other agencies; copies of speeches by the Chairmen of the FEPC; miscellaneous publications of the Federal Government, Negro groups, and other private organizations; reference materials; and working papers accumulated by Malcolm Ross, who served as Chairman from October 18, 1943, until the Committee was abolished. The records relate to the policies, procedures, accomplishments, and budgets of the Committee; complaints alleging discriminatory practices in the railroad industry and other



employments; important cases processed by the Committee; relations with other agencies of the Federal Government; the gathering of material for and the preparation of the Committee's "Final Report"; racial relations and tensions; trends in the employment of nonwhite workers; and racial aspects of reconversion after World War II (including the adjustment of Negro veterans to peacetime living). Included is fragmentary correspondence of the Labor Division of the National Defense Advisory Commission and its successor, the Labor Division of the Office of Production Management, regarding the general problem of discrimination against Negroes in the national defense program. Arranged alphabetically by subject or type of record material, or by name of agency, organization, or person.

OFFICE FILES OF MAX BERKING, ASSISTANT TO THE CHAIRMAN. May 1944-Oct. 1945. 10 in.

Mainly newspaper clippings, but also including issuances of social welfare, racial, and labor organizations; correspondence; memoranda; and other publicity materials relating to racial prejudice and discrimination, public opinion of the FEPC, and fair employment practice legislation. Arranged by subject or type of material.

#### Records of the Office of the Deputy Chairman

The Deputy Chairman assisted the Chairman in working with the Committee. He prepared the agenda for Committee meetings as well as the minutes of each meeting, and he initiated correspondence with the members between meetings to keep them informed on subjects requiring their attention or action. He was the only staff member who attended all meetings of the Committee, and it was he who presented staff proposals. He also assisted the Chairman in the coordination and direction of the staff, and he acted for the Chairman in his absence. After the reorganization of the Committee in 1943, he also served as its General Counsel and as the Director of the Legal Division.

George M. Johnson served as Deputy Chairman from October 1943 to February 1946. He had served as Assistant Executive Secretary from November 1941 to July 9, 1943, and as Assistant to the Chairman from July 13, 1943, to October 1943. He was also the Director of the Legal Division throughout his service with the FEPC, having come to the Committee from his position in the Law School of the Howard University. He succeeded Malcolm Ross, who had come to the FEPC in the spring of 1943.

OUTGOING CORRESPONDENCE OF GEORGE M. JOHNSON. Dec. 1942-Nov. 1945. 7 in.

Mainly copies of letters, teletypes, and memoranda from Mr. Johnson to private persons and organizations, labor unions, employers, FEPC offices, and other Government agencies, but including a few communications from Chairmen Francis J. Haas and Malcolm Ross and other officials of the Committee. The records relate principally to complaints alleging discrimination in employment, but they also deal with the jurisdiction,



policies, and procedures of the Committee; compliance with its requests; personnel matters; cases before the FEPC; relationships with the War Manpower Commission and the United States Employment Service; and requests for informational materials. In two parts; one arranged alphabetically by name of addressee; the other, chronologically, for the period April 2-July 22, 1943.

OFFICE FILES OF GEORGE M. JOHNSON, DEPUTY CHAIRMAN. Nov. 1941-Oct. 1945.  
2 ft. 11

Correspondence, memoranda, reports, statements, caseload statistics, lists of Negro newspapers and periodicals, copies of congressional bills, issuances of the FEPC and other Government agencies, and newspaper clippings relating to developments in the employment of Negroes in the Federal Government and war industries; discriminations against Negroes by labor unions; race relations and tensions; public opinion concerning the Committee and its work; public relations programs of the FEPC; compliance with FEPC directives; policies, procedures, personnel, organization, and relationships of the FEPC with other Government agencies; and proposed Federal and State fair employment practice legislation. Arranged alphabetically by subject, type of record material, name of agency, or name of correspondent.

#### Records of the Office of the Executive Secretary

The Executive Secretary of the first Committee supervised the processing of complaints and the day-to-day administration of the FEPC program. The Assistant Executive Secretary acted as General Counsel and directed the Committee's hearing activities. Lawrence W. Cramer served as the Executive Secretary from August 12, 1941, to June 26, 1943, when he resigned. The position was then abolished and Malcolm Ross was appointed as Deputy Chairman of the new Committee.

OUTGOING CORRESPONDENCE. Dec. 1, 1941-June 30, 1942; Dec. 29, 1942-July 21, 1943. 2 ft. 12

Copies of letters, telegrams, and memoranda addressed to members and employees of the Committee and to Government agencies, business firms, labor unions, and private organizations and persons. The correspondence relates mainly to complaints of discrimination in Government, private employment, and defense training; the investigation of the complaints; and reports concerning the investigations. It also pertains to discriminatory employment practices of labor unions; compliance of firms with fair employment obligations arising from their contractual relations with the Government; the Committee's recommendations to Government agencies regarding employment practices and procedures; the general problem of discrimination against minorities in employment; the functions and membership of the Committee; the FEPC reorganization in 1943; and the transmittal of informational material. Arranged chronologically.

REQUESTS FOR INFORMATION CONCERNING FEDERAL EMPLOYMENT OF NEGROES.  
Apr. 1-8, 1942. 1/2 in. 13

Copies of identical letters from Lawrence W. Cramer, Executive



Secretary, to heads of Federal agencies requesting reports on the steps taken by them to afford employment opportunities to Negroes in their respective agencies and on the number, the work classification, and the organizational distribution of their Negro employees. These letters were sent in accordance with a suggestion from the President to the Committee that it ascertain the progress being made by the agencies in carrying out his wishes regarding Federal employment on a nondiscriminatory basis. Arranged chronologically.

### Records of the Legal Division

All of the legal work of the first Committee was performed by two attorneys under the supervision of the Assistant Executive Secretary. After the new Committee was established, the Deputy Chairman became Director of the Legal Division, which by December 31, 1944, had a staff of five attorneys (three classified as hearing examiners and two as trial attorneys) and three secretaries.

The chief functions of the Legal Division were the holding of hearings and the rendering of general counsel services for the agency. Major hearings were held before the full Committee; other hearings were conducted by a panel of members or by a hearing examiner. Because of the small staff, it was sometimes necessary for examiners to act as attorneys; however, they did not function in both capacities in any one case. Hearing examiners were responsible to the Committee when they were assisting it in hearing a case or in formulating decisions, but they were responsible to the Deputy Chairman in carrying out all Legal Division activities.

The most important hearings in which the Division participated were those involving 23 southern railroads and the 14 unions of their employees; the International Brotherhood of Boilermakers and certain west coast shipyards, including the Kaiser Co., the Oregon Shipbuilding Co., the Western Pipe and Steel Co., the Shipbuilding Division of the Consolidated Steel Corp., and the California Shipbuilding Co.; the Philadelphia Transportation Co. and the union of its employees; the Los Angeles Railway Corp.; and the St. Louis hearings involving 8 companies. For a complete list of hearings, see appendix II.

The Legal Division was also responsible for general counsel functions. It developed legal opinions for the Division of Field Operations with regard to operating problems, and it wrote opinions for the Committee in response to requests from other Government agencies and private parties. It formulated the Committee's statement on its jurisdiction, and it drafted rules and regulations for Committee hearings procedure. The Division was responsible for analyzing legislation, court decisions, and those decisions of administrative bodies directly affecting the Committee or relating to the Committee's operations.

George M. Johnson served as Director of the Legal Division from November 1941 to February 1946. The attorneys comprising the legal staff



of the Division were: Maceo W. Hubbard, Hearing Examiner, who served as Acting Director of the Legal Division from April 1945 to January 1946; Emanuel H. Bloch, Hearing Examiner; George Crockett, Hearing Examiner; Mrs. Evelyn N. Cooper, Trial Attorney, who was transferred to the FEPC from the Portland, Oreg., branch of the Office of Price Administration in April 1944 and acted as Hearing Examiner during 1945; Frank D. Reeves, Trial Attorney; and Simon Stickgold, Trial Attorney. Neither Mr. Crockett nor Mr. Stickgold maintained separate files.

OFFICE FILES OF GEORGE M. JOHNSON, DIRECTOR. Dec. 1941-Nov. 1945.

3 ft.

14

Correspondence, memoranda, telegrams, notices and transcripts of hearings, charts, tabulations, reports, program guides for staff meetings, summaries, and findings and directives. These records relate to enforceability of complaints of discrimination, application of Executive orders forbidding discrimination, rules and regulations governing the conduct of hearings, status of various cases and complaints, important regional compliance activities and trends, interpretations of war contracts submitted by Government agencies for determination as to compliance with FEPC rulings on nondiscrimination, work stoppages involving racial factors, congressional inquiries, case backlogs, financial requirements for carrying out the functions of the Legal Division, office procedures, and operational relationships with Committee members. Arranged for the most part alphabetically by subject.

OFFICE FILES OF EMANUEL H. BLOCH, HEARING EXAMINER. July 1944-Jan. 1946. 1 ft.

15

Correspondence, memoranda, reports, copies of briefs, summaries of hearings with findings and recommendations, FEPC issuances, and press releases relating to case assignments, analysis of major cases handled, constitutionality of the Executive order creating the FEPC, problems and policies involving minority groups in industry, essential actions taken at FEPC meetings, proposed hearings, policies and procedures of the War Manpower Commission, and jurisdictional problems of the FEPC. Arranged for the most part alphabetically by subject.

OFFICE FILES OF MACEO W. HUBBARD. Jan. 1943-Jan. 1946. 5 in.

16

Mr. Hubbard was a hearing examiner from January 1943 until April 1945, and Acting Director of the Legal Division from April 1945 until January 1946. The records consist of correspondence, memoranda, telegrams, teletypes, reports, and Committee issuances relating to rules and regulations governing hearings held by the FEPC, racial discrimination practiced by railroad unions, enforcement powers of the FEPC, the nondiscrimination clause to be included in Government contracts, recommendations submitted by trial attorneys of the Legal Division, proposed decisions, and copies of final decisions rendered by the FEPC in the adjudication of complaints.

OFFICE FILES OF FRANK D. REEVES, TRIAL ATTORNEY. Dec. 1942-Aug. 1945.

2 ft.

17

Letters, memoranda, teletypes, reports, briefs, summaries of hearings



with findings and directives, caseload tabulations, speeches, newspaper clippings, Committee issuances, and press releases. These records relate to complaints against railroads, west coast hearings, discrimination in the defense training program, recommendations on complaints investigated, decisions of the appellate courts in cases taken on appeal from FEPC rulings, procedural and jurisdictional problems, postwar planning to protect the rights and interests of minority groups, vocational training for war production workers, and a manpower survey in the metropolitan transit industry. Arranged alphabetically by subject.

OFFICE FILES OF EVELYN N. COOPER, TRIAL ATTORNEY. Sept. 1944-Dec. 1945. 5 in. 18

Correspondence, memoranda, reports, teletypes, newspaper clippings, and Committee issuances relating to complaints of discrimination against the Federal Government, case assignments, status of assigned cases, drafts of proposed decisions, lists of regional dockets and nondocketable complaints, employment of Negroes as telephone operators, and jurisdiction of the FEPC over agricultural workers and activities. Arranged by subject.

RECORDS RELATING TO HEARINGS. Dec. 1941-Mar. 1946. 24 ft. 19

Complaints, petitions, transcripts of hearings, exhibits, briefs, summaries of hearings with findings and directives, newspaper clippings, and questionnaires relating to discriminatory practices of Government agencies, private industry, and unions of employees. Arranged by case types, thereunder by name of complainant or party charged, and thereunder by kind of record material. For a list of the hearings, see appendix II.

INDEX TO CASES. Oct. 1941-Mar. 1945. 2 in. 20

An index on 5" x 8" cards to cases referred for action by the Committee after all regional efforts toward settlement had failed. Given are name and address of party charged, case and docket number, location, name of examiner, date received from the Division of Field Operations, the Committee action, and the Hearings Division action. Arranged alphabetically by name of party charged.

INDEX TO OPINIONS. Oct. 1941-Jan. 1943. 1/2 in. 21

An index on 5" x 8" cards giving date of opinion, its source, and subject on which the opinion was rendered. Arranged chronologically.

INDEX TO INTERPRETATIONS. Mar. 1942-Sept. 1944. 1/2 in. 22

A 5" x 8" card index giving date the interpretation was rendered, a digest, and name of official or Government agency requesting the interpretation of Government policy in a matter coming within the purview of Executive Order 8802.

INDEX TO AGREEMENTS. July 1942-Mar. 1944. 1/4 in. 23

A 5" x 8" card index showing name of Government agency, date of agreement with the FEPC, and a résumé of agreement implementing the agency obligation under Executive Order 8802. Arranged by name of agency.



INDEX TO POLICIES. July 1943-July 1944. 1/2 in.

24

An index on 5" x 8" cards giving date the policy was rendered and a digest of the policy. Arranged chronologically.

Records of the Division of Budget and Administrative Management

An Administrative Officer was first assigned to the FEPC on August 1, 1942. He was responsible for supervising a small staff handling mail and files and for maintaining limited budget controls. Since final authority over these functions was given to officials of the War Manpower Commission, the Administrative Officer spent most of his time handling routine matters.

On July 1, 1943, an Administrative Division was created to manage exclusively the problems of administration for the reorganized FEPC. The Division was responsible for the budget, including the planning and managing of the Committee's financial affairs. It was also responsible for the agency's personnel work. To meet the need for increased administrative services when the Committee's regional offices were established, a working relationship was developed between the FEPC and the Office for Emergency Management. It was agreed that the OEM's Central Administrative Services would handle the FEPC's nationwide communications, the arrangements for the disbursement of checks, and the processing of appointments by the Civil Service Commission. The Central Administrative Services also had responsibility for all FEPC accounting and auditing operations and controlled its actual cash expenditures by drawing the necessary warrants and issuing the checks.

On November 1, 1944, the Central Administrative Services was abolished and the Division of Budget and Administrative Management was created. There was a Fiscal Section to handle all fiscal affairs for the agency--both departmental and field--to determine the availability of funds, to make proper and orderly payment of all obligations, and to determine the legality of expenditures. It was responsible for the preparation, verification, and submission of financial reports at periodic intervals. A Mail and File Unit was set up in the Division to maintain all official files; to provide messenger service; and to receive, classify, and distribute all official documents, files, and correspondence.

At peak strength, during fiscal year 1945, the Division's staff consisted of 17 employees--6 were allocated to the Chief of the Division, 6 to the Fiscal Section, and 5 to the Mail and File Unit.

Theodore A. Jones served as Chief of the Division from its creation in July 1943 to August 1945. He was succeeded by Sinclair V. Jeter, who served until May 1946.

CENTRAL FILES OF THE FEPC. Aug. 1941-Apr. 1946. 77 ft.

25

Correspondence, memoranda, teletypes, reports, transcripts of the proceedings of Committee meetings, summaries of conferences with representatives of Government agencies and private organizations, legal



opinions, undocketed case files, accounting records, newspaper clippings, and miscellaneous issuances of the FEPC, other Government agencies, and private organizations concerning the administration, organization, policies, and procedures of the Committee and its operating relationships with other Government agencies. Arranged according to a subject-numeric classification scheme (see appendix I).

### Records of the Division of Review and Analysis

This Division was established in August 1943 under the supervision of a Director and an Assistant Director. Its predecessor, under the first Committee, was an operational unit of the FEPC, which having contacted, both by correspondence and field visits, those employers who had been cited for discrimination and who had agreed to abide by the provisions of the Executive order, then determined and reported on the degree of their compliance. When the regional offices were set up, compliance became a responsibility of the field staff.

The Division was responsible for operational analysis, program planning, and research. To improve operational analysis, the Division assisted in developing a docket system and in devising the necessary codes and form of the docket cards. It analyzed statistical caseload data and issued monthly, quarterly, and annual reports based on its findings. It conducted audits of the agreements with other agencies investigating complaints at the request of the FEPC in order to determine the effectiveness of operating agreements and to recommend ways in which they could be improved. The Division also prepared compliance surveys from the reports sent in from the field and from information supplied by the War Manpower Commission.

Program planning consisted of assembling, analyzing, and coordinating information compiled by the War Production Board, the Bureau of Labor Statistics, and other agencies concerning the utilization of minority group labor. The Director of the Division was chairman of a staff committee which, after studying the Division's findings, made policy recommendations to the Chairman, the Deputy Chairman, and the Committee.

The Division engaged in research regarding the background of problems before the Committee. It developed training materials for the staff, prepared abstracts of all pertinent literature in the field of race relations, and made studies of industrial race tensions based on data collected from FEPC field personnel, Government sources, and private organizations. It made analyses of the handling of racial strikes in industry and the methods used in arriving at settlements of complaints of discrimination, and it made these analyses available to conferences of industry, labor, State governments, and other interested groups. The Division assisted members of the staff in compiling material for speeches, congressional hearings, and the like. It was responsible for the preparation of the Committee's "First Report" and for the publication entitled FEPC: How It Operates, which explained the nature of the FEPC and its work.



The Division's staff, at its peak strength during the fiscal year 1945, consisted of a Director, an Assistant Director, a Consultant on Program Planning, four Compliance Analysts, and three clerk-stenographers. John A. Davis served as Director of the Division from August 30, 1943, to May 1946, and Marjorie M. Lawson was the Assistant Director during that period. Wilfred C. Leland, Jr., who was the Consultant on Program Planning from September 1943 to December 1945, made studies of the labor market by industry, by occupation, and by area; he acted as executive secretary of the staff committee on program planning; and he served as FEPC representative on committees of the War Production Board, the War Manpower Commission, and other agencies engaged in planning programs for the postwar period of transition to a peacetime economy. The Compliance Analysts performed the following duties: they analyzed tension problems in selected war production areas; reviewed all reports and correspondence submitted from the field concerning complaints investigated, negotiations conducted before settlement, compliance obtained, and the like; they assisted in effecting a program for obtaining compliance with the Government's nondiscrimination policy; and they prepared evaluative reports on information submitted by the field staff.

OFFICE FILES OF JOHN A. DAVIS, DIRECTOR. Sept. 1941-Apr. 1946.

4 ft.

26

Correspondence, memoranda, teletypes, agreements with Federal agencies, studies of labor markets, case reports, summaries of essential actions taken at Committee meetings, press releases, and issuances of the FEPC and other agencies relating to Negro employment in the Federal Government, discrimination by labor unions, minority group defense organizations, State and Federal antidiscrimination laws and proposed legislation concerning them, policy decisions of the FEPC, Negro migration, and Committee hearings in the boilermaking, shipbuilding, and railroad industries. Arranged for the most part alphabetically by subject.

OFFICE FILES OF MARJORIE M. LAWSON, ASSISTANT DIRECTOR. Oct. 1942-Oct. 1945. 4 ft.

27

Correspondence, memoranda, reports, tabulations, summaries, press releases, newspaper clippings, and issuances of the FEPC and other agencies relating to discriminatory help-wanted advertising, educational work in labor unions to combat racial bias, housing for migratory workers of minority groups, important FEPC cases handled at regional level, studies of industrial tension areas, discrimination against Mexicans in the West and Southwest, postwar planning and reconversion, and the "First Report" of the FEPC. Arranged alphabetically by subject.

OFFICE FILES OF WILFRED C. LELAND, JR., CONSULTANT. Oct. 1943-Aug. 1945. 8 ft.

28

Correspondence, memoranda, teletypes, reports, summaries, newspaper clippings, press releases, and issuances of the FEPC and other agencies relating to the Gallup poll on the attitude of the white population toward equal opportunities for Negroes, studies on employment opportunities and community services in congested production areas, manpower and production



problems on the west coast, discrimination against Negro shipyard workers in the Mobile, Ala., area, labor market changes during the reconversion period and their effect on employment opportunities of minority workers, and recommendations regarding FEPC action concerning problems of transition to a peacetime economy. Arranged for the most part alphabetically by subject.

OFFICE FILES OF CORNELIUS GOLIGHTLY, COMPLIANCE ANALYST. Oct. 1943-Sept. 1945. 2 ft.

29

Correspondence, memoranda, reports, newspaper clippings, press releases, and issuances of the FEPC and other agencies relating to labor strikes involving interracial issues; summaries of FEPC hearings, case activities, and compliance data; wartime employment of Mexican-Americans; summaries, by agency, of the employment of Negroes in the Federal Government; and operational statistics for cases docketed and closed. Arranged for the most part alphabetically by subject.

OFFICE FILES OF CAROL COAN, COMPLIANCE ANALYST. Sept. 1943-July 1945. 2 ft.

30

Correspondence, memoranda, directives, reports, and issuances of the FEPC and other agencies relating to hearings on complaints against railroads, cutbacks in the maritime industry, caseload statistics, and regional analyses of important case activities. Arranged alphabetically by subject.

OFFICE FILES OF JOY P. DAVIS, COMPLIANCE ANALYST. Sept. 1943-May 1945. 10 in.

31

Correspondence, memoranda, teletypes, reports, and newspaper clippings relating to complaints of discrimination filed against urban transit companies, labor strikes resulting from the employment of Negro workers, the degree of importance of the racial factor in strikes occurring during the war, and regional studies of racial tension. Arranged by subject.

OFFICE FILES OF WALTER L. SIMMONS, CLERK-STENOGRAPHER. Oct. 1943-Aug. 1945. 5 in.

32

Correspondence, memoranda, summaries, and reports relating to a model State FEPC act, activities and trends in the employment market affecting minority groups, racial disturbances in industrial plants in Pennsylvania, and investigations of compliance with FEPC directives by parties charged with discriminatory practices.

REFERENCE FILE. July 1941-Apr. 1946. 10 ft.

33

Consists of the following subseries:

1. Publication File. Circulars, bulletins, newspaper clippings, reprints of articles, press releases, reports, directories of labor market areas, summaries of hearings, and studies performed by Government and private agencies relating chiefly to absenteeism in defense plants, cutbacks in industry, distribution of workers in war production centers, employment of women and the physically handicapped in defense work, discrimination against minority workers on the west coast, and postwar planning and reconversion. Arranged alphabetically by subject.



2. Books, Periodicals, Pamphlets, and Newspapers. These reference materials cover subjects such as the Springfield Plan, intercultural education in American schools, minorities in defense work, Negro platform workers, professional opportunities for Jewish youth, voting restrictions in the Southern States, mortality among Southern Negroes, racial aspects of reconversion, and postwar economic policy and planning. Included are copies of the only four published FEPC pamphlets: (a) First Report. Fair Employment Practice Committee. July 1943-December 1944; (b) FEPC. How It Operates; (c) Minorities in Defense; and (d) Final Report. Fair Employment Practice Committee. June 28, 1946.

3. Synopses of Books and Articles. Mimeographed synopses of writings on minority group problems. Arranged alphabetically by name of author.

4. Studies and Reports. Consist of two groups: (a) studies and reports issued by the FEPC, a list of which is given in appendix III; and (b) studies and reports issued by other Federal agencies, local government units, and private organizations, containing information useful to the Committee on topics such as discriminatory practices of Jacksonville, Fla., shipbuilders, utilization of Negro workers in selected California industries, problems in securing public housing for Negroes, defense training for Negroes, discrimination against Negroes in the Boilermakers' Union, discrimination against Jews in defense industries, and the Chicago, Ill., Mayor's committee on race relations.

5. Speeches and Statements. Delivered by Malcolm Ross, Francis J. Haas, Malcolm S. MacLean, Sara E. Southall, Mark Ethridge, Earl B. Dickerson, George M. Johnson, Carlos E. Castaneda, and Evelyn Cooper, of the FEPC; and by officials of other Government agencies and members of private organizations. The speeches relate to topics such as full employment and the Negro worker, reconversion to peacetime production, the Negro press and issues of democracy, a permanent FEPC, the role of organized labor and the Negro in national elections, and the problems encountered by minority groups in seeking employment in defense industries. The statements were rendered as testimony at FEPC and congressional hearings. Arranged by name of speaker.

RECORDS RELATING TO THE FIRST REPORT OF THE FEPC. Mar. 1944-May 1945.

10 in.

34

Drafts, work papers, tabulations, proofs, and printed copies of the first official report issued by the FEPC, entitled First Report. Fair Employment Practice Committee. July 1943-December 1944.

OPERATIONAL STATISTICS FOR CASES DOCKETED AND CLOSED. Jan. 1944-July 1945. 10 in.

35

Summary tables of statistical data concerning docketed and closed cases, showing their regional distribution by type of discrimination, by party charged and reason for discrimination, and by type of disposition; the number of examiners by region; the monthly average caseload of each examiner; and a comparison of handling cases by correspondence exclusively and by personal contact. Arranged chronologically.



FINAL DISPOSITION REPORTS. Sept. 1943-June 1945. 2 ft. 36

Regional reports to the Director of Field Operations, which were submitted at the conclusion of a case. They give the case's chronology, a description of the party charged, a summary of the complaint, the background of the controversy, former cases involving the party charged, efforts of other agencies to obtain compliance in the case, the date and type of final disposition, reasons for the action taken (if other than a satisfactory adjustment), and details of the satisfactory adjustment. Most of the reports are arranged by region and thereunder by type of disposition, but a few of them are arranged by type of disposition only.

"TENSION FILE." July 1943-Oct. 1945. 6 ft. 37

Magazine articles, newspaper clippings, and tabulations and reports prepared by the Bureau of Labor Statistics, the Office of Community War Services, the National Resources Planning Board, the Federal Regional Advisory Council, the Division of Review and Analysis of the FEPC, other Federal agencies, and local organizations. These records provide information on employment, housing, recreational facilities, industries, strikes, and postwar planning for areas in which racial disturbances were anticipated. Arranged alphabetically by name of State and thereunder alphabetically by name of city.

ISSUANCES ACCUMULATED BY WILFRED C. LELAND, JR., AT MEETINGS OF THE PRODUCTION READJUSTMENT COMMITTEE. June 1943-Aug. 1945. 3 ft. 38

This Committee, composed of Government economic specialists, was set up in the War Production Board to supervise cutbacks in military production incidental to reconversion to peacetime economy. Mr. Leland represented the FEPC by attending the meetings of two of its subcommittees. Included among the issuances are newsletters, bulletins, monthly reports, and minutes of staff meetings issued by the regional offices of Community War Services; notices from the WPB to private companies holding Government war contracts, announcing the termination or revision of their contract delivery schedules; and other material dealing with cutbacks in defense production. Arranged by type of material.

#### Records of the Division of Field Operations

The Division was established on July 1, 1943. As the operating division of the FEPC it was responsible for the handling of cases, including their receipt, docketing, processing, and closing. Before the Division was set up, all cases of discrimination had been processed, through correspondence, by a small staff of examiners in Washington. Under the second Committee, the Division performed two major functions: it set up and administered the FEPC's regional offices, preparing techniques for investigation and disposition of complaints; and it negotiated and formalized operating relationships with other Government agencies whose work impinged on that of the Committee.

At peak strength the field staff, over whom the Division had jurisdiction, consisted of 63 employees, working in 13 regional and 5 subregional



offices. The Regional Directors had authority to adjust all complaints, and only when all their efforts failed to achieve a settlement was a complaint referred to the Division of Field Operations in Washington. The Division was administered by the Director of Field Operations, assisted by an Associate Director, an Assistant Director, two headquarters examiners, and four clerk-stenographers. The Director developed all the instructional materials, including a field manual of instructions and memoranda pertaining to jurisdiction, case docketing and handling, inter-agency cooperation, and public relations; and he decided basic case policy. The Associate Director acted for the Director in his absence, and the Assistant Director acted in the absence of both. The Associate Director and the Assistant Director were each responsible for a group of regions, and, with the help of examiners, they reviewed the case work of the field, gave assistance on difficult cases, and maintained close cooperation with the Regional Directors. They, with the examiners, were responsible for negotiation at the Washington level and for "troubleshooting" in the field.

Will Maslow, formerly the Principal Trial Examiner of the National Labor Relations Board, served as Director of the Division of Field Operations from its establishment in July 1943 to June 1945. Clarence M. Mitchell, of Baltimore, Md., formerly assistant to Dr. Robert C. Weaver, Chief of the Negro Manpower Service, WMC, was appointed Senior Field Representative of the FEPC in January 1943; Associate Director of Field Operations in July 1943; and Director of Field Operations in June 1945, in which position he served until May 1946. Eugene Davidson, of Washington, D.C., served as Senior Field Representative of the FEPC from October 1941 to July 1943; and as Assistant Director of the Division of Field Operations from July 1943 to May 1946. Ernest G. Trimble and John Beecher, Senior Field Representatives, served as assistants to the Associate Director and the Assistant Director in their capacity as headquarters examiners. A Senior Field Representative assisted in preparing public hearings held by the Committee, in conducting hearings, in preparing findings of the Committee at the conclusion of its hearings, and in preparing material for presentation to the Committee when legal research was necessary.

OFFICE FILES OF WILL MASLOW, DIRECTOR. Sept. 1943-May 1945. 5 in. 39

Transcripts of congressional hearings, estimates of industrial layoffs expected to occur after V-E Day, weekly and monthly workload reports, field letters and correspondence with staff members and regional offices relating to status of the most important active FEPC cases, agreements with labor unions to abolish racial discrimination, and liaison between the FEPC and the WMC regional offices. Included is a copy of a radio script entitled "Weapons for Victory." The script, prepared by the General Cable Corp. in collaboration with the Army Service Forces for broadcast over the Columbia Broadcasting Co. on April 19, 1945, dramatized the role of field wire in the American war zones and the need of a nondiscrimination policy to produce it in adequate supply on the home front.

OFFICE FILES OF CLARENCE M. MITCHELL, ASSOCIATE DIRECTOR. May 1943-Apr. 1946. 2 ft.

Reports, tabulations, approved drafts of Regional Directors' memoranda, 40



field letters and field instructions, and correspondence with Committee members, staff members, regional offices, Government agencies, and private persons. The records relate to discriminatory hiring practices reported to the FEPC by the U.S. Employment Service (USES Form 510 reports), analysis of pending regional cases, compliance data on old FEPC cases, instructions on docketing new cases, problems of operation and organization in the regional offices, agreements between regional offices, agreements between regional offices of the FEPC and the Civil Service Commission for handling complaints of discrimination against Federal agencies, those complaints of discrimination in maritime employment which were referred to the FEPC by the War Shipping Administration, and regional employment stabilization plans adopted by the War Manpower Commission. Arranged for the most part alphabetically by subject. The stabilization plans are arranged by region and thereunder alphabetically by name of city or town.

OFFICE FILES OF EUGENE DAVIDSON, ASSISTANT DIRECTOR. Oct. 1941-Apr. 1946. 3 ft.

41

Telegrams, reports, tabulations, press releases, and correspondence with staff members, regional offices, Government agencies, members of Congress, and private organizations and persons. The records relate to complaints transmitted from the central office to the regions; hearings on discrimination against minority workers in defense industries located in New York, Chicago, and Los Angeles; discriminatory help-wanted advertisements; docketed complaints in the regional offices; participation of FEPC examiners in settlement of work stoppages; statements of charges and decisions rendered by the Committee following hearings on complaints against certain employers and unions; analyses of the workload of regional offices; and recommendations made by Mr. Davidson on hiring applicants for FEPC jobs. Arranged by subject.

OFFICE FILES OF ERNEST G. TRIMBLE, SENIOR FIELD REPRESENTATIVE. Nov. 1941-Nov. 1945. 10 in.

42

Correspondence, telegrams, press releases, newspaper clippings, and reports relating to investigations of discriminatory employment practices in the Southwest, undocketed complaints of discrimination by Mexican-Americans, hearings on discrimination against Negroes in defense hiring in the Southeastern States, anti-Negro activities of Southern representatives in Congress, and compliance activities and final disposition of complaints by the regional offices. The correspondence is arranged alphabetically by name of addressee.

OFFICE FILES OF JOHN BEECHER, SENIOR FIELD REPRESENTATIVE. Dec. 1941-Sept. 1945. 2 ft.

43

Chiefly interoffice memoranda, telegrams, and correspondence with staff members, regional offices, Congressmen, other Government agencies, and private organizations relating to national defense training for Negroes in the South; complaints of racial discrimination against Negroes as practiced by private industry and Government agencies in Georgia, Tennessee, Louisiana, and Mississippi; public hearings on discrimination complaints



conducted by the FEPC at Birmingham, Ala.; and investigations of complaints against defense industries in the Illinois, Wisconsin, and Indiana areas. Also included are newspaper clippings, press releases, and reports from the regional offices furnishing data on active caseloads and the disposition of cases in the field. Arranged by subject or name of correspondent.

CORRESPONDENCE SENT TO THE REGIONAL OFFICES. Feb. 1943-Apr. 1946.

10 in.

44

Copies of memoranda and teletyped messages from the Director of Field Operations to the Regional Directors requesting information pertaining to cases handled by the regional offices and transmitting information from headquarters relating to FEPC policy on handling cases, congressional action affecting FEPC appropriations, and reports submitted by the FEPC to Congress. Arranged by region and thereunder chronologically.

MEMORANDA SENT TO REGIONAL DIRECTORS ("R.D.'s"). Sept. 1943-May 1945.

5 in.

45

Mimeographed memoranda issued by the Division, which served as a means of transmitting to the Regional Directors the views of the Director of the Division on timely subjects and current problems confronting the FEPC. Known to the staff as R.D.'s, the memoranda differed from the Field Letters and Instructions in that they were informal and were issued more frequently. They dealt with subjects such as docket cards, revision of the complaint form, summary of essential actions taken by the Committee, comments and criticisms by the Division of Field Operations, reduction of paperwork, negotiation techniques, time study, regional annual reports, and cooperation with Fair Employment Councils. Arranged numerically, 1-145. There is a subject index to the memoranda.

FIELD INSTRUCTIONS. Aug. 1943-May 1945. 10 in.

46

Mimeographed memoranda issued by the Division, which transmitted instructions to the staff in the central and regional offices. They relate to subjects such as case reporting, docketing, and handling; referral of cases to the Director of Field Operations; problems concerning FEPC jurisdiction in handling complaints; interagency cooperation; and public relations. Arranged numerically, 1-52. There is a subject index to the field instructions.

FIELD LETTERS. Aug. 1943-June 1945. 10 in.

47

Mimeographed memoranda issued by the Division, which transmitted notices, Division news items, and material that was later converted into field instructions to personnel in the central and regional offices. They relate to topics such as the entrapment of employers, a bibliography on the Negro in industry, monthly caseload activity, complaints against railroads and railroad unions, WPB cutback material, riders to the FEPC appropriation, and FEPC bills. Arranged numerically, 1-73. There is a subject index to the field letters.

ACTIVE CASES. June 1943-Apr. 1946. 5 ft.

48

These cases were referred to the Director of Field Operations for



further action either because the regional offices were unable to settle them or could not resolve the question of jurisdiction over the party charged, or because the Director of Field Operations wished to handle certain cases for some special reason--their delicate nature, the importance of the party charged, the organization sponsoring the party aggrieved, and the like. Arranged by region and thereunder alphabetically by name of party charged.

CORRESPONDENCE RELATING TO CASES. Dec. 1943-Oct. 1945. 3 ft. 49

Correspondence, memoranda, and teletypes relating to docketed and nondocketed complaints handled by the Division of Field Operations and to cases processed in the regional offices but on which liaison was maintained with the Division. Arranged alphabetically by name of party charged.

WEEKLY REPORTS. Sept. 1943-May 1944. 10 in. 50

Reports submitted weekly by the regional offices to the Director of Field Operations. They furnished information on important case activity; outstanding events; public relations; questions concerning general policies for the Director of Field Operations to resolve; unadjustable cases referred to the Director during the week; cases not referred as unadjustable but on which advice, information, or specific aid was requested of the Director; and corrections of entries on docket cards and final disposition reports. Arranged by region and thereunder chronologically.

INDEX TO REGIONAL CASES AND TO CASES REFERRED TO THE DIRECTOR OF FIELD OPERATIONS. Dec. 1941-Apr. 1946. 9 ft. 51

A 5" x 8" card index showing name and address of party charged; case number; name and address of party aggrieved; source of complaint; date of, reason for, and type of discrimination; regional disposition; and disposition by the Field Director. Arranged by region, thereunder by regional and subregional offices; thereunder by cases disposed of regionally and those referred to the Director of Field Operations, and thereunder by case number.

INDEX TO NAMES OF COMPLAINANTS. Nov. 1941-Dec. 1945. 3 ft. 52

A 3" x 5" card index for Regions IV, V, and VI showing name and address of complainant, name of party charged, reason for closing case, and date the case was filed. Arranged by region and thereunder alphabetically by name of complainant. For Region IV, the cards are also arranged by case number.

INDEX TO "COMPANY CONTACTS." Oct. 1941-Nov. 1945. 5 in. 53

A 5" x 8" card index giving name and address of party charged, FEPC action date, employer action date, case number, and summary of contacts. Arranged alphabetically by name of party charged.

INDEX TO U.S. EMPLOYMENT SERVICE 510 REPORTS. Feb. 1943-Jan. 1944. 2 in. 54

The USES-510 reports consisted of complaints submitted by the U.S. Employment Service to the War Manpower Commission regarding discriminatory



orders for manpower placed with the Service by private employers. The 5" x 8" index card gives name and address of party charged, case number, date of report, date the report was received by the regional WMC office, and date and digest of the WMC reports to the FEPC. Arranged alphabetically by name of party charged.

INDEX TO CASES REFERRED TO WAR MANPOWER COMMISSION. Oct. 1943-Apr. 1945. 1 in. 55

An index on 5" x 8" cards showing name and address of party charged, case number, date of referral by the FEPC to the WMC, name and address of complainant, source of information, dates of WMC reports to the FEPC, and dates of extensions requested and granted. Arranged alphabetically by name of party charged.

INDEX TO REGION III COMPANY FILES. Apr. 1943-July 1945. 6 in. 56

A 5" x 8" card index showing name and address of party charged, name of complainant, case number, and date the case was closed. Arranged by State (Pennsylvania, New Jersey, and Delaware) and thereunder alphabetically by name of party charged.

INDEX TO NEW JERSEY COMPANY FILES. n.d. 2 in. 57

A 5" x 8" card index showing name and address of party charged, case number, and the notation "closed" after the cases that had been resolved. Arranged alphabetically by name of party charged.

INDEX TO IMPORTANT CASE ACTIVITIES. Jan.-Oct. 1945. 1 ft. 58

A 3" x 5" card index showing name of party charged, case number, and date the case was filed. Arranged by region and thereunder alphabetically by name of party charged.

INDEX TO NAMES OF PARTIES CHARGED. Apr. 1944-Dec. 1945. 3 in. 59

An index on 5" x 8" cards showing name and address of party charged, number of persons employed by company, number of nonwhites employed, and date the employment figures were compiled by the U.S. Employment Service. Arranged by region, thereunder alphabetically by name of State, and thereunder alphabetically by name of party charged.

INDEX TO NAMES OF PARTIES CHARGED. n.d. 3 ft. 60

An index on 3" x 5" cards showing name of party charged and case number. Arranged alphabetically by name of party charged. A few cards for the Ohio area are arranged in a separate alphabetical sequence by name of party charged.

INDEX TO NAMES OF PARTIES CHARGED (COMPANIES AND GOVERNMENT AGENCIES). n.d. 1 ft. 61

A 5" x 8" card index showing name and address of company or Government agency charged with discrimination. Arranged alphabetically by name of State and thereunder alphabetically by name of party charged.



INDEX TO EMPLOYMENT STABILIZATION AREA PLANS. n.d. 2 in. 62  
A 5" x 8" card index giving, under the heading of "Sanctions," digests of regulations issued by the U.S. Employment Service and the War Manpower Commission as a result of agreements reached by those agencies with local employers regarding a manpower utilization plan. Arranged by region and thereunder alphabetically by name of area.

### Records of the Information Office

This Office--composed of the Information Officer, his assistant, and a secretary--was attached to the Office of the Chairman. It was responsible for keeping the staff informed of current events relating to the Committee's work and for maintaining liaison with the press, radio, and other sources of public information and with other Government agencies and private organizations.

In carrying out these functions, the Information Office held press conferences and prepared press releases regarding Committee decisions and programs; planned overall policies and programs for the correction of misinformation about FEPC objectives through radio broadcasts and publication of articles in newspapers and periodicals; promoted cooperative relationships between the FEPC and local civic groups in order to gain their assistance in carrying out FEPC programs; provided a clipping service for the headquarters staff; edited a weekly information digest for the entire staff, headquarters and field; and served as the channel for all staff and Committee contacts with the press.

St. Clair T. Bourne served as Information Officer from July 1943 to July 27, 1945, when the Information Office was abolished and its functions were merged with the Division of Review and Analysis.

FILES OF ST. CLAIR T. BOURNE, INFORMATION OFFICER. July 1943-Nov. 1945. 2 ft. 63

Correspondence, memoranda, telegrams, teletypes, and reports relating to FEPC appropriation bills, the authority of the FEPC to enforce its directives, a conference on utilization of minority group workers, requests (by local fair employment councils and by YMCA branches, schools, and libraries) for FEPC literature, protests to the White House in November 1943 against the weakening of the FEPC by the Comptroller General's interpretation of Executive Order 9346, and complaints against the discriminatory employment policies of railroad companies and railroad labor unions. Included are digests of the Congressional Record, summaries of congressional committee hearings, mailing lists for FEPC publications, biographical sketches of Committee and staff members, photographs of Committee members, speeches and radio scripts prepared by staff members, and newspaper clippings reflecting sectional opinions on FEPC objectives. Arranged alphabetically by subject.

PRESS RELEASES. Aug. 1941-Nov. 1945. 3 ft. 64  
Relate to Committee and staff appointments, public hearings of the



FEPC, speeches by Committee and staff members, significant settlements of complaints of unfair employment practices, findings in industrial disputes involving discrimination, nondiscrimination clauses in Government war contracts, and progress achieved in the Government's program to secure employment of Negroes and other minority groups. The first set of the press releases is arranged alphabetically by subject; the second set is arranged chronologically.

WEEKLY NEWS DIGESTS. Dec. 1943-July 1945. 2 vols. 1 ft. 65

FEPC issuances concerning significant developments inside and outside the Government. Volume I, for the period from December 3, 1943, to December 1, 1944, comprises numbers 1-52; and Volume II, for the period from December 8, 1944, to July 27, 1945, comprises numbers 1-30. Arranged chronologically.

NEWSPAPER CLIPPINGS. May 1943-May 1946. 10 ft. 66

These clippings reflect the views and comments of a cross section of the American press concerning the operations and objectives of the FEPC. In two sets: the first is arranged alphabetically by subject, and the second is arranged chronologically.

SOUND RECORDINGS. n.d. 1 in. 67

Four sound disks, each 12" in diameter, containing the radio script of a program entitled "Weapons for Victory." The program, broadcast over the Columbia Broadcasting System by the FEPC to dramatize the Committee's work, describes how Negro and white workers cooperated in the production of electric cable for the U.S. Armed Forces during World War II. Arranged in eight parts, each disk containing two parts of the script.

### FIELD RECORDS

#### Records of the Regional Offices

The second Committee's first regional office was opened in New York on July 1, 1943, as a continuation of the first Committee's office for the region. During the same month a temporary office was authorized for Detroit. By the end of November 1943 there were nine regional offices and two suboffices in operation. A third suboffice was set up at St. Louis in November 1944. In 1945 other regional offices were opened in Pittsburgh, Cincinnati, San Antonio, and New Orleans.

Following is a list of regional offices and suboffices of the FEPC, the dates when they were opened, and the States over which each had jurisdiction:

Region I	Boston	July 1, 1943
(Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island)		
Region II	New York	July 1, 1943
(New York)		



Region III	Philadelphia	Aug. 30, 1943
	Pittsburgh	Mar. 1, 1945
(Pennsylvania, New Jersey, Delaware)		
Region IV	Washington, D.C.	Aug. 25, 1943
(District of Columbia, Maryland, West Virginia, North Carolina, Virginia)		
Region V	Cleveland	Sept. 27, 1943
	Detroit	Aug. 1, 1943
	Cincinnati	Feb. 1, 1945
(Ohio, Kentucky, Michigan)		
Regions VI and VIII	Chicago	Sept. 15, 1943
	Minneapolis	Sept. 15, 1943
(Illinois, Indiana, Wisconsin, North Dakota, South Dakota, Nebraska, Minnesota, Iowa)		
Region VII	Atlanta	Nov. 3, 1943
(Georgia, South Carolina, Tennessee, Alabama, Florida, Mississippi)		
Regions IX and XI	Kansas City	Nov. 11, 1943
	St. Louis	Nov. 1, 1944
	Denver	Nov. 11, 1943
(Kansas, Missouri, Oklahoma, Arkansas, Colorado, Idaho, Wyoming, Montana, Utah)		
Regions X and XIII	Dallas	Aug. 23, 1943
	San Antonio	Mar. 1, 1945
	New Orleans	Feb. 12, 1945
(Texas, Louisiana, New Mexico)		
Region XII	San Francisco	Sept. 1, 1943
	Los Angeles	Sept. 16, 1943
(California, Washington, Oregon, Nevada)		

All cases were filed in the regional office of the area in which the alleged discrimination occurred. When a docketable complaint was received, the fair practice examiner interviewed the complainant, and, if he was satisfied that a prima facie case was made out, he visited the party charged. If an employer or union official--having been reminded of his responsibilities under Executive Order 9346--complied with the recommendations of the examiner and the Regional Director, the case was closed. About 95 percent of the complaints submitted to the FEPC were adjusted by the regional offices, and the five percent not settled by the regional staff were referred to the central office.

The records of the regional offices are of two types: case files and administrative files. The administrative files--the general office files of the Regional Directors--are described under the heading, "other regional records."

#### Regional Case Records

ACTIVE CASES. Sept. 1941-Apr. 1946. 17 ft.

68

Cases involving complaints of discrimination against private employers, labor unions, and Federal Government agencies located within the



region that had neither been satisfactorily settled nor dismissed for lack of merit by the regional office. Arranged alphabetically by name of party charged.

This description applies without modification to the series of active cases of Regions I, II, IV, and VII. In Region III, the active cases are divided into New Jersey Active Cases and Region III Active Cases exclusive of New Jersey. In Region V, they are arranged in three series corresponding to the regional and subregional offices as follows: Cleveland Active Cases, Detroit Active Cases, and Cincinnati Active Cases. In Region VI, they comprise two series: Active Cases Involving Unions, or those relating to complaints against labor unions only; and Active Cases Involving Government Agencies, or those relating to complaints against Government agencies only. In Region IX, they are arranged to correspond to the regional and subregional offices as follows: Kansas City Active Cases and St. Louis Active Cases. The active case files of Region X include some Region XIII cases. In Region XII, they are arranged in two series corresponding to the regional and subregional offices as follows: San Francisco Active Cases and Los Angeles Active Cases. There are no active case files for Regions VIII, XI, and XIII.

INDEX TO ACTIVE CASES AND TO CASES REFERRED TO THE DIRECTOR OF FIELD OPERATIONS. Oct. 1942-Apr. 1946. 2 ft.

69

An index on 5" x 8" cards showing name and address of party charged, case number, date filed, name and address of complainant, source (or channel by which complaint reached FEPC), and date and type of discrimination. In some cases the dates of referral to the Director of Field Operations and from the Director to the Committee are also shown. Arranged in two groups: (1) active cases and (2) cases referred to the Director of Field Operations, and thereunder numerically by case number.

For Region III, a comparable index is arranged by regional and subregional offices as follows: Philadelphia, New Jersey, and Pittsburgh; thereunder by classes of active cases and of cases referred to the Director of Field Operations; and thereunder numerically by case number. There is a similar arrangement in the indexes to cases for Regions IX and XII. In Region IX, the regional and subregional offices are Kansas City and St. Louis, respectively; in Region XII, they are San Francisco and Los Angeles. For Regions V, VI, VIII, and XIII, there is no card index to active cases and to cases referred to the Director of Field Operations.

CLOSED CASES. Aug. 1941-Mar. 1946. 76 ft.

70

Cases involving complaints about discrimination by private employers, labor unions, and Federal Government agencies located within the region. These the regional office had disposed of either by a satisfactory settlement or by dismissal for lack of merit. Arranged alphabetically by name of party charged.

The above description applies without modification to the series of closed cases of Regions I, II, VI, VII, and VIII. In Region III, the closed cases are divided into Pittsburgh Closed Cases and Region III Closed Cases exclusive of Pittsburgh, with the former cases arranged



alphabetically by name of party aggrieved and, occasionally, by name of party charged. In Region IV, the closed cases are arranged consecutively by case number. In Region V, they are arranged in three series corresponding to the regional and subregional offices as follows: Cleveland Closed Cases, Detroit Closed Cases, and Cincinnati Closed Cases. In Region IX, they are divided into Kansas City Closed Cases and St. Louis Closed Cases. The closed case files of Region X include some cases of Regions XI and XIII and are arranged alphabetically by name of party charged. In Region XII, they are divided into San Francisco Closed Cases and Los Angeles Closed Cases. There are no closed case files for Regions XI and XIII.

INDEX TO CLOSED CASES. Jan. 1942-Feb. 1946. 6 ft. 71

An index on 5" x 8" cards showing name and address of party charged, case number, name and address of party aggrieved, source of complaint (means by which it reached the FEPC), date of complaint, the reason and type of discrimination (for example, the reason--"Negro," and the type--"refused to hire"), regional disposition (whether withdrawn, dismissed, or satisfactorily adjusted), and disposition by the Field Director. Arranged numerically by case number.

In Region III, the Pittsburgh Closed Cases are indexed separately from those for the other offices of the region. In Region V, the index is arranged by regional and subregional offices as follows: Cleveland, Cincinnati, and Detroit; and thereunder consecutively by case number. The indexes for the closed cases in Region IX (Kansas City and St. Louis) and Region XII (San Francisco and Los Angeles) are similarly arranged. There are no card indexes to the closed cases for Regions I, II, VI, and VIII.

NONDOCKETABLE CASES. Oct. 1941-Jan. 1946. 8 ft. 72

Cases involving (1) complaints that were dismissed because the FEPC had no jurisdiction to handle them; (2) anonymous complaints, and (3) complaints that did not give essential facts or that alleged discrimination in matters other than employment. Arranged alphabetically by name of party aggrieved.

This description applies without modification to the series of nondocketable cases of Regions III, VI, and VII. In Region II, the nondocketable cases are arranged for the most part alphabetically by name of party charged. In Region V, they are divided into Michigan Nondocketable Cases and Ohio Nondocketable Cases. In Region IX, they constitute an unarranged series of records, which includes correspondence with other regional offices, lists of cases sent to Washington, and material for cases referred to the Director of Field Operations. For Region XII, the nondocketable cases are supported by some chronologically arranged complaints. There are no nondocketable case files for Regions I, IV, VIII, X, XI, and XIII.

PREDOCKETED CASES. Oct. 1941-Apr. 1945. 4 ft. 73

Consist of complaints of discrimination against employers in Region II. The complaints were under investigation before they were docketed,



and some of them were dismissed because the FEPC did not have jurisdiction to handle them. Arranged alphabetically by name of party charged.

INDEX TO ALIENAGE CASES IN REGION IV. Aug. 1943-Dec. 1944. 1/4 in. 74

An index on 5" x 8" cards showing name and address of party charged; type of business; case number; date the complaint was filed; name, address, and sex of complainant; reason for discrimination; and type of discrimination. Arranged numerically by case number.

### Other Regional Records

#### Records of Region II

GENERAL RECORDS. June 1942-Nov. 1945. 1 ft. 75

Correspondence, memoranda, telegrams, teletypes, reports, press releases, radio scripts, pamphlets, and newspaper clippings relating to Committee hearings on complaints against the International Seafarers' Union, congressional hearings on FEPC appropriation bills, participation of interracial civic groups in a drive to secure permanent FEPC legislation, cooperation with other Federal agencies in combating discriminatory hiring practices, important case activity in Region II, docketed complaints that were dropped because of insufficient evidence of discrimination, and budgetary material. Arranged by subject or type of record material.

CORRESPONDENCE RELATING TO COMPLAINTS. June 1942-Aug. 1943. 3 ft. 76

Letters and telegrams from and copies of letters sent to private persons charging discrimination in employment, or to employers answering charges of discrimination; and interoffice memoranda transmitting or reporting on complaints of discrimination. Arranged alphabetically by name of correspondent.

#### Records of Region III

FISCAL RECORDS. Aug. 1942-Mar. 1946. 10 in. 77

Allotment ledgers, bills of lading, declarations of property, attendance reports, and payrolls relating to the fiscal operations of the regional office. Arranged by type of material.

#### Records of Region IV

GENERAL RECORDS. Aug. 1943-Dec. 1945. 10 in. 78

Interoffice memoranda relating to case activities, nondocketable complaints, reports on cutbacks in industrial production in the region during the final stages of World War II, analyses of congressional bills to establish a permanent FEPC, agreements between the FEPC and other Government agencies on handling complaints of discrimination against them, and press releases issued by the regional office. Arranged alphabetically by subject.



## Records of Region V

GENERAL RECORDS. Nov. 1942-Apr. 1946. 7 ft.

79

Correspondence, memoranda, reports, press releases, pamphlets, and newspaper clippings relating to complaints of discrimination referred from the Director of Field Operations to the regional office for appropriate action; advice on developments in the race relations field; case assignments to regional personnel; investigation of charges of discrimination directed against specific employers located in the region; information furnished by the U.S. Employment Service on discriminatory employment practices in the region; and fiscal and personnel actions of the regional office. Arranged alphabetically by subject.

GENERAL FILE OF THE CINCINNATI OFFICE. Feb. 1945-Apr. 1946. 5 in. 80

Correspondence, memoranda, reports, and press releases relating to satisfactory adjustments of complaints of discrimination against local employers, requests for Committee action in deadlocked cases, Committee hearings held in the Cincinnati area, budgetary allocations, and fiscal and personnel matters. Arranged alphabetically by subject.

## Records of Region VI

GENERAL RECORDS. Oct. 1941-Apr. 1946. 2 ft.

81

Correspondence, memoranda, reports, and press releases relating to participation of the FEPC in the settlement of labor disputes; conferences between regional office personnel and other Government officials and private employers, which were held in areas from which complaints of discrimination had been received; employment of aliens in war industry; caseload activity; and fiscal and personnel actions of the regional office. Arranged alphabetically by subject.

GENERAL CORRESPONDENCE. Sept. 1943-Mar. 1946. 3 ft.

82

Letters from and copies of letters sent to those agencies representing labor and minority group interests, pledging support of the FEPC program. Included are reports of conferences held by regional office personnel with labor and management officials on problems of minority group employment. Arranged alphabetically by name of correspondent.

## Records of Region VII

GENERAL RECORDS. Oct. 1943-Dec. 1945. 3 ft.

83

Correspondence, memoranda, reports, press releases, speeches, and newspaper clippings relating to investigations by regional office personnel of war plants charged with unfair employment practices, programs and tasks undertaken by minority group organizations in support of FEPC policies, testimony given by the Regional Director before the Senate Subcommittee on Appropriations in 1945, statistical information on caseload activity, and data on personnel and fiscal transactions of the regional office. Arranged alphabetically by subject or type of material.



## Records of Region IX

GENERAL RECORDS. Aug. 1941-Apr. 1946. 2 ft.

84

Correspondence, memoranda, telegrams, teletypes, compliance reports, and copies of weekly and monthly reports submitted to the central office. These records relate to caseload activity; information assembled by the regional office preparatory to holding Committee hearings at St. Louis, Mo.; complaints by civic organizations against discriminatory employment practices of local business firms; and data on fiscal and personnel actions of the regional office. The telegrams, teletypes, and weekly and monthly reports are arranged by type of material and thereunder chronologically; the other records are arranged by type of material.

## Records of Region XII

GENERAL RECORDS. Oct. 1941-Dec. 1945. 4 ft.

85

Correspondence, memoranda, telegrams, teletypes, reports, applications, vouchers, press releases, and newspaper clippings relating to operating agreements between the regional office and other Government agencies in the region on handling complaints of discrimination, activities of minority group organizations in bringing to light grievances against discriminating employers, contacts with the central office and other FEPC regional offices, statistics on caseload activity, and data on fiscal and personnel operations of the regional office. Included are complaints of discriminatory employment practices received by Earl B. Dickerson, a Committee member, during the Los Angeles hearings held by the FEPC in October and November 1941. Arranged chronologically and thereunder alphabetically by subject or type of material.

## APPENDIX I

### Subject-Numeric Classification Code for Central Files (Entry 25)

#### AUTHORIZATIONS--General

(Material granting or delegating authority on matters relating to President's Committee on Fair Employment Practice)

#### COMMUNICATIONS--General

- 1 Mail
  - 1-1 Registered mail
  - 1-2 Franking privilege
- 2 Telegrams
- 3 Telephone
  - 3-1 Telephone directories
- 4 Teletypes

#### FAIR EMPLOYMENT PRACTICES

- 1 Discrimination in employment
  - 1-1 Complaints not specifying a particular company
  - 1-2 Complaints against a particular company
  - 1-3 Complaints against Government agencies
  - 1-4 Complaints against unions
- 2 Discrimination in defense training
  - 2-1 U.S. Office of Education (correspondence and reports, subdivided geographically)
  - 2-2 Complaints against institutions not falling within jurisdiction of President's Committee and U.S. Office of Education

#### FISCAL--General

- 1 Allotments
  - 1-1 Regional
- 2 Appropriations
  - 2-1 Appropriations, temporary field offices
- 3 Budget
  - 3-1 Budget estimates
- 4 Checks
- 5 Payrolls
- 6 Transmittal

#### FORMS--General

#### GENERAL CORRESPONDENCE

(Letters sent on general subject matters or with requests to companies to end violation of Executive Order 8802)

#### HEARINGS--General

- 1 Specific hearings
- 2 Summaries
- 3 Findings



HEARINGS--General (cont.)

- 4 Expenses
- 5 Procedure

LEGISLATION--General

(Proposed bills, legislation)

MEETINGS--General

- 1 FEPC
- 2 Notice of meetings

MEMORANDUMS--General

(Memoranda, interoffice memoranda, circulars)

- 1 All Committee members
- 2 All staff members
- 3 Regional Directors and regions

ORDERS--General

- 1 Executive orders
- 1-1 Proposed Executive orders

ORGANIZATION--General

(Organization matters of the Committee)

- 1 Charts
- 2 Washington office
- 3 Field
- 4 Reorganization

PERSONNEL--General

(Personnel regulations and policies, and personnel of Committee only)

- 1 Personnel folders of individual employees of the Committee
- 2 Activities
- 3 Applications
- 4 Appointments
- 4-1 Extensions of appointments
- 4-2 Temporary appointments to field
- 5 Changes in salary status
- 6 Charges--disciplinary action--debts
- 7 Classifications
- 8 Commendation letters
- 9 Contributions--gifts
- 10 Detailed personnel
- 11 Efficiency ratings
- 12 Examinations
- 13 Fingerprints
- 14 Hours of duty
- 14-1 Overtime
- 15 Investigations
- 16 Job descriptions
- 17 Journal sheets

PERSONNEL--General (cont.)

- 18 Leave
- 19 Military service
- 20 Policy and procedure
- 21 Promotions
- 22 Reclassifications
- 23 Recommendations
- 24 Releases
- 25 Reports
- 26 Requests for personnel
- 27 Resignations
- 28 Salaries
- 29 Suggestions by employees
- 30 Terminations
- 31 Trainee program
- 32 Transfers
- 33 Loan of personnel
- 34 Identifications

POLICY AND PROCEDURE--General

- 1 Administrative
  - 1-1 Correspondence
  - 1-2 Field
  - 1-3 Files--records (complaint reference card samples)
  - 1-4 Procedure Manual (field instructions)
  - 1-5 Purchase and supply
  - 1-6 Travel
- 2 Fair employment practices

PRINTING AND DUPLICATING--General

- 1 Printing
- 2 Duplicating

PUBLIC RELATIONS--General

- 1 Anonymous letters
- 2 Appreciation--commendation letters
- 3 Complaints--criticisms--protests (letters of)
- 4 Motion pictures
- 5 General correspondence (letters offering comments, suggestions, and other general information and also requests of a more or less miscellaneous nature that do not belong in any other classification code)
- 6 Radio programs
- 7 Speeches
- 8 Invitations
- 9 Petitions
- 10 Resolutions

PUBLICATIONS--General

- 1 Press releases--Committee on Fair Employment Practice



## PUBLICATIONS--General (cont.)

- 2 Other releases--Committee on Fair Employment Practice
- 3 Press releases--(other than those of the Committee)
- 4 Other releases--(other than those of the Committee)
- 4-1 Congressional releases
- 4-2 State legislature
- 5 Requests for publications
- 6 Mailing lists (for publications)
- 7 Subscriptions to publications
- 8 Newspapers and periodicals
- 9 Clippings
- 10 Requests for articles for publication
- 10-1 Requests for comment and review of articles for publication
- 11 Books, booklets, pamphlets

## REPORTS--General

- 1 Fair employment practices
- 1-1 Report of discriminatory hiring practices (USES Form 510)
- 1-2 Company reports to and from the field
- 2 Federal employment
- 3 Mail reports (FEPC)
- 4 Statistical reports
- 5 Case reports--alphabetical
- 5-1 Progress reports
- 5-2 Chronological
- 6 Weekly reports by region (master file) and bimonthly
- 6-1 Weekly reports--chronological
- 6-2 Monthly statistical reports by region (master file)
- 6-2-1 Monthly statistical reports (carbon copies)
- 7 Final disposition reports (FDR's) by region (master file)
- 7-1 FDR's--alphabetical
- 7-2 Analysis of FDR's
- 7-3 Compliance reports
- 7-4 Work stoppage reports
- 7-5 Requests for further action (RFA's) from field
- 7-6 Case pendency reports
- 8 Statistical reports by Division of Field Operations (DFO)
- 9 Tension area reports (strikes, riots)

## RULINGS (Opinions, Decisions)

- 1 Comptroller General's decisions

## TRANSCRIPTS--General

- 1 Specific transcripts

## UNITED STATES GOVERNMENT--General

(Material to be filed here only when it cannot be given a classification code elsewhere)

- 1 Aliens in defense (Japanese and Jamaicans)  
Government agencies

UNITED STATES GOVERNMENT--General (cont.)  
Council of Personnel Administration  
Government application forms  
Holders of defense contracts (policy)  
Mexican workers  
Religious discrimination  
To heads of all departments



## APPENDIX II

### Alphabetical List of Hearings Conducted by the Committee on Fair Employment Practice (Entry 19)

Included in the list below are two hearings (marked by asterisks) that were not conducted by the Committee. Transcripts of the proceedings of these hearings are among the Committee's records.

Amertorp Corporation v. Lillian D. Reynolds et al. Case No. 61. Transcript of proceedings held in St. Louis, Mo., on August 1, 1944, with accompanying correspondence.

Baldwin Company. Case No. 74. Transcript of proceedings held in Cincinnati, Ohio, on March 16, 1945, with accompanying correspondence and brief.

Birmingham Hearings. No case number. Transcript of proceedings held in Birmingham, Ala., on June 18-20, 1942, with summaries, findings, and directives relating to the National Training Program in Alabama, Tennessee, and Georgia; Vultee Aircraft, Inc.; Gulf Shipbuilding Corporation; Alabama Drydock and Shipbuilding Corporation; and National Defense Training.

Buckingham, Bruce W. No case number. Transcript of grievance hearing held on December 19, 1945, with accompanying correspondence and conference notes.

Bussman Manufacturing Company v. Thelma Shuford et al. Case No. 59. Transcript of proceedings held in St. Louis, Mo., on August 1, 1944.

Cambridge Tile Manufacturing Company. Case No. 77. Transcript of proceedings held in Cincinnati, Ohio, on March 15, 1945, with exhibits.

Capital Transit Company. Case No. 70. Transcript of proceedings held in Washington, D.C., on January 15 and 16, 1945, with accompanying correspondence, newspaper clippings, and statistical charts.

Carter Carburetor Corporation v. Pearl Maddox et al. Case No. 60. Transcript of proceedings held in St. Louis, Mo., on August 1, 1944, with exhibits.

\*Chicago Public Hearing of the Illinois State Commission on the Condition of Urban Colored Population. Transcript of proceedings held in Chicago, Ill., on January 3 and 4, 1941.

Civil Service Commission. No case number. Transcript of proceedings held in Washington, D.C., on December 14, 1942.



Complaints of Discrimination in Employment in Defense Industries Because of Race, Creed, Color, or National Origin. No case number. Transcript of proceedings held in Los Angeles, Calif., on October 20 and 21, 1941.

Cook County Plumbers' Union. No case number. Transcript of proceedings held in Chicago, Ill., on April 4, 1942.

Crosley Corporation. Case No. 72. Transcript of proceedings held in Cincinnati, Ohio, on March 15, 1945, with accompanying correspondence and brief.

Discrimination in Defense Training (Education). Transcript of proceedings held in Washington, D.C., on April 13, 1943.

Dow Chemical Company v. S. Kenneth Sterling. No case number. Transcript of proceedings held in Midland, Mich., on September 28, 1943.

General Cable Corporation. Case No. 80. Transcript of proceedings held in St. Louis, Mo., on March 9, 1945.

Goodyear Aircraft Corporation. Case No. 83. Transcript of proceedings held in Akron, Ohio, on May 14, 1945, with accompanying correspondence.

\*Hearings Held Before a Special Committee of the House of Representatives To Investigate Acts of Executive Agencies Beyond the Scope of Their Authority. No case number. Transcript of proceedings held in Washington, D.C., relative to the Philadelphia Transportation Company, on January 11, 1944; Seafarers' International Union of North America, February 25, 1944; War Shipping Administration, U.S. Maritime Commission, National Maritime Union, Marine Cooks and Stewards of the Pacific, March 1, 1944; Railroads, March 2, 1944; and War Shipping Administration and National Maritime Union, March 10, 1944. With accompanying correspondence.

Indianapolis Railway, Incorporated. No case number. Correspondence concerning the parties.

International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America, Local 299, et al (the White Star Trucking Company, the Mannion Express Company, Shippers Dispatch, Inc., the McFarren Cartage Company, the Opland Trucking Company, the Detroit Delivery Company, the Dealers Transport Company, Associate Truck Lines, Inc., Fourteenth Avenue Cartage Company, U.S. Truck Company, Inc., and the Douglas Trucking Lines, Inc.). Case No. 84. Transcript of proceedings held in Detroit, Mich., on June 2, 1945, with accompanying correspondence.

Key System and Division 192, Amalgamated Association of Street, Electric Railway and Motor Coach Employees of America. Case No. 81. Transcript of proceedings held on March 19-23, 1945, at Oakland, Calif., and on April 16, 1945, at San Francisco, Calif., with accompanying correspondence;



newspaper clippings; a survey of the attitudes of platform operators, submitted on behalf of the Key System in March 1945; and a Report on Results of Operation of the Key System, by the Railroad Commission of the State of California, dated August 28, 1944.

Kirk and Blum Manufacturing Company. Case No. 76. Transcript of proceedings held in Cincinnati, Ohio, on March 15, 1945, with exhibits

F. H. Lawson Company. Case No. 73. Transcript of proceedings held in Cincinnati, Ohio, on March 16, 1945, with accompanying correspondence and brief.

Line Material Company. Case No. 69. Transcript of proceedings held in Zanesville, Ohio, on January 12, 1945, with accompanying correspondence.

Los Angeles Railway Corporation v. Complaints of Alfonso Edwards, James H. Herod, Jr., Charles M. Robinson, Sidney L. Robinson, James E. Savoy, Nona S. Slayden, and Others. Case No. 66. Transcript of proceedings held in Los Angeles, Calif., on August 8, 1944, with accompanying correspondence, exhibits, agreement, findings with directives, excerpts from contracts, statement of complaints, and regional cases.

Major, Seth v. Library of Congress. No case number. Transcript of proceedings held in Washington, D.C., on December 8 and 9, 1942, with accompanying correspondence, documentary evidence, and findings of fact.

McDonnell Aircraft Corporation v. Sarah J. Bundy et al. Case No. 65. Transcript of proceedings held in St. Louis, Mo., on August 2, 1944, with accompanying correspondence.

McQuay-Norris Manufacturing Company v. Ollie M. Haynes et al. Case No. 64. Transcript of proceedings held in St. Louis, Mo., on August 2, 1944, with accompanying correspondence.

Miyakawa, T. S. No case number. Transcript of proceedings held in Washington, D.C., on February 17, 1943.

Northwest Mining and Exchange Company v. Peter Venture. No case number. Transcript of proceedings held in Clearfield, Pa., on October 1, 1943, with exhibits.

Oregon Shipbuilding Corporation, Vancouver and Swan Island Shipyards, and International Brotherhood of Boiler Makers, Iron Ship Builders, Welders and Helpers of America (Boilermakers Union). No case number. Transcript of proceedings held in Portland, Oreg., on November 15 and 16, 1943, with accompanying correspondence, exhibits, court order, union bylaws, summary with findings and directives, newspaper clippings, and a petition, dated January 22, 1944, of the Kaiser Company, Inc., and the Oregon Shipbuilding Corporation for a rehearing.



Perry, Leslie S. No case number. Transcript of proceedings held in Washington, D.C., on February 19, 1942.

Philadelphia Rapid Transit Employees Union. Case No. 55. Transcript of proceedings held in Philadelphia, Pa., on December 8, 1943, with prepared papers, summary of evidence with opinion and orders, grand jury report and indictment, summary with findings and directives, and exhibits.

Pittsburgh Plate Glass Company, Window Glass Cutters League of America; Federation of Glass, Ceramic and Silica Sand Workers of America, and Paul G. Schmidt et al, Jehovah's Witnesses. No case number. Transcript of proceedings held in Washington, D.C., on December 21, 1942, with brief.

Potter, Hubert Elmer v. The United States Employees' Compensation Commission. No case number. Transcript of proceedings held in New York, N.Y., on March 19 and 20, 1943, with accompanying correspondence and investigation reports.

Railroads. No case number. Transcript of proceedings held in Washington, D.C., on September 15-18, 1943, to hear evidence on complaints of racial discrimination in employment on certain railroads of the United States. The files on this hearing contain exhibits, correspondence, reports, docketed cases, summaries, findings, directives, summaries of complaints, operational statistics for cases docketed and closed, agreements between individual railroad companies and unions, resolutions against railroad discrimination, complaints and agreements on railroad employment, seniority lists, and questionnaires on discriminatory employment practices in the railroad industry.

St. Louis Shipbuilding and Steel Company v. Samuel A. Layne et al. Case No. 62. Transcript of proceedings held in St. Louis, Mo., on August 2, 1944, with accompanying correspondence.

Schaible Company. Case No. 79. Transcript of proceedings held in Cincinnati, Ohio, on March 15, 1945, with accompanying correspondence and exhibits.

Seafarers International Union of North America. Case No. 67. Transcript of proceedings held in New York, N.Y., on October 10, 1944, with accompanying correspondence and exhibits.

Shell Oil Company, Inc., and Oil Workers International Union, Local 367, CIO. Case No. 68. Briefs, decisions, and correspondence. Hearings held at Houston, Tex., on December 28-30, 1944.

Sidney, Rone v. Robert H. Holt, Postmaster at Newport News, Va. Case No. 42. Transcript of proceedings held in Norfolk, Va., on December 10, 1943; with accompanying correspondence and exhibits.



Southwest (Mexicans). No case number. Investigations conducted by Carlos E. Castaneda, Acting Regional Director, and Clay L. Cochran, Hearing Examiner, at Corpus Christi, Tex., against the American Smelting and Refining Company, on November 18, 1943; the Southern Alkali Corporation, November 19, 1943; and Alkali Workers' Industrial Union, Affiliated with the United Gas, Coke, Chemical and Allied Workers, Local No. 153, November 19, 1943. The files on these investigations contain a list of Texas, Colorado, New Mexico, and Arizona complaints; an agreement; and correspondence.

Texas and New Orleans Railroad Company, and the Brotherhood of Railroad Trainmen. Case Nos. 82 and 91. Transcript of proceedings held in Houston, Tex., on May 4, 1945, with accompanying correspondence and exhibits.

Titeplex Metal Hose Company. No case number. Transcript of proceedings held in Washington, D.C., on July 21, 1942, with application for reconsideration of Committee's findings and directives, original complaint, and record of testimony.

United Biscuit Company of America (Strietmann Biscuit Company Division). Case No. 78. Transcript of proceedings held in Cincinnati, Ohio, on March 16, 1945, with exhibits.

United States Cartridge Company v. Irene Johnson et al. Case No. 63. Transcript of proceedings held in St. Louis, Mo., on August 2, 1944.

Victor Electric Products, Inc. Case No. 75. Transcript of proceedings held in Cincinnati, Ohio, on March 17, 1945, with brief and exhibits.

Wagner Electric Corporation v. Ollie Haynes et al. Case No. 58. Transcript of proceedings held in St. Louis, Mo., on August 1, 1944, with accompanying correspondence.

Western Cartridge Company. Case No. 71. Transcript of proceedings held in East Alton, Ill., on January 31, 1945, and February 23 and 24, 1945, with accompanying correspondence, statements of company's position and charges, and agreement between Western Cartridge Company and the American Federation of Labor and affiliated organizations.

Western Pipe and Steel Company, Consolidated Steel Corporation (Shipbuilding Division), California Shipbuilding Corporation, Kaiser Company, Inc., Oregon Shipbuilding Corporation, and Auxiliary Lodge No. A-35 and Subordinate Lodge 92 of the International Brotherhood of Boiler-makers, Iron Ship Builders and Helpers of America, AFL. No case number. Transcript of proceedings held in Los Angeles, Calif., on November 19 and 20, 1943, and August 7, 1944, with accompanying correspondence on a rehearing and a petition of the California Shipbuilding Corporation for a rehearing, dated January 22, 1944.



### APPENDIX III

#### Select List of Significant Reports, Studies, and Other Documents

Most of the documents listed below are in the series described in entry 33 (paragraph 4) of this inventory. If a document belongs to another series, the entry number for that series is shown in parentheses.

The Adult Education Aspects of the Negro Press. By Marjorie M. Lawson. n.d. 10 p. Typed.

Agreement Between the President's Committee on Fair Employment Practice and the Labor Production Office of the War Production Board. n.d. 2 p. Processed. (Entry 1.)

An Analysis of the Discriminations Against Negroes in the Boiler Makers Union. By Herbert R. Northrup. n.d. 18 p. Processed. (Entry 19.)  
Outlines the principal differences between the rights and privileges of Negroes in the Boiler Makers Union and the rights and privileges of white members.

The Background of Current Negro Employment. By Cornelius L. Golightly. Oct. 1944. 15 p. Typed.

Bibliography on the Negro in Industry. Issued by the Division of Review and Analysis, Committee on Fair Employment Practice. n.d. 4 p. Processed.

Cases Handled in Denver, Colorado. By Stanley D. Metzgar. Dec. 14, 1943. 6 p. Typed.

Committee on Fair Employment Practices. Issued by the Chief Economic Advisor, Office of Labor Production [War Production Board]. July 13, 1943. 4 p. Typed. (Entry 11.)

Primarily a history of the Committee on Fair Employment Practice, but including a brief account of its case procedure. Information in an attached letter discloses that this work was compiled by a Miss Wile of the War Production Board.

Complaints of Discrimination Against Jews, 1944. Memorandum from Hayes Beall, Senior Fair Practice Examiner, to Will Maslow, Director of Field Operations. May 28, 1945. 5, [6] p. Typed. (Entry 8.)

With six tables showing the types of jobs, establishments, and discrimination involved in the complaints, and the handling of the complaints.

Compliance Data on All Establishments Throughout the Country of Firms Involved in Old Committee Hearings. n.d. 6 p. Typed.



Compliance Data on Major Cases Handled by FEPC as of September 1943.  
n.d. 9 p. Typed.

Compliance Study of Plants Submitting Monthly Reports to FEPC. n.d.  
10 p. Typed.

Declarations of the United States in the Realm of Foreign Policy Against Discrimination Because of Race, Creed or Color. Memorandum from Emanuel Bloch, Hearing Examiner, to Malcolm Ross, Chairman. Mar. 15, 1946. 5 p. Typed. (Entry 5.)

Declarations against discrimination because of race, creed, or color, which have been excerpted from official documents of the United States relating to its foreign policy.

Description of Study of Postwar Problems Facing Negroes and Mexicans To Be Undertaken by Wilfred C. Leland. n.d. 2 p. Typed.

Developing Trends in the Use of Minority Group Workers. n.d. 5 p. Typed.

Directory of Negro Officials in Federal Government Agencies. Nov. 18, 1942. 11 p. Typed. (Entry 11.)

Discrimination in War Industry. By Malcolm Ross, Chairman, President's Committee on Fair Employment Practice. n.d. 6 p. Typed.

Educational Program for the Improvement of Race Relations: Organized Labor and Industrial Organizations. By John A. Davis. n.d. 15 p. Typed.

The Effect of Government Policy Upon the Employment of Minority Groups. By John A. Davis. n.d. 3 p. Typed.

Employment of Minority Workers During Current Period of Intensive War Production. By Wilfred C. Leland, Jr. n.d. 9 p. Typed.

Employment of Minority Workers in Transition to Postwar Economy. n.d. 7 p. Typed.

Employment of Negroes in the Local Transit Industry. Issued by the Division of Review and Analysis, President's Committee on Fair Employment Practice. Mar. 1, 1944. 3 p. Processed.

Employment of Negroes as Platform Operators in the Local Transit Industry. Issued by the Division of Review and Analysis, Committee on Fair Employment Practice. Jan. 1945. 4 p. Processed.

The Employment of Negroes in the Federal Government. By Elmer W. Henderson. Issued by the President's Committee on Fair Employment



Practice, War Manpower Commission. Washington, [Mar. 1, 1943]. 7 p. Processed. (Entry 11.)

Estimates of Negro Population in War Production Centers. By John A. Davis. Apr. 1, 1945. 2 p. Typed.

Executive Order Reaffirming Policy of Full Participation in the Defense Program by All Persons, Regardless of Race, Creed, Color, or National Origin, and Directing Certain Action in Furtherance of Said Policy. By Franklin D. Roosevelt. Issued by the White House. June 25, 1941. 1 p. Processed. (Entry 9.)

The Executive order that established the Committee on Fair Employment Practice in the Office of Production Management.

Executive Order No. 9346, Further Amending Executive Order No. 8802 by Establishing a New Committee on Fair Employment Practice and Defining Its Powers and Duties. [Issued by the White House.] [May 27, 1943.] 3 p. Processed. (Entry 8.)

The Facts About Negro Employment in the Federal Government. n.d. 1 p. Typed.

FEPC and Discrimination Against Mexicans. n.d. 2 p. Typed.

FEPC and the Employment of Minority Workers in Transition to the Postwar Economy.

Part I. Summary of Estimated Changes in Employment by Industry During Year After Victory in Europe. Issued by the President's Committee on Fair Employment Practice, Division of Review and Analysis. n.d. 5 p. Processed.

The Fair Employment Practice Committee and Race Tensions in Industry. n.d. 13 p. Typed.

FEPC Complaints Involving the International Association of Machinists. Memorandum from Clarence M. Mitchell, Associate Director of Field Operations, to George M. Johnson, Deputy Chairman. Sept. 6, 1944. 6 p. Typed. (Entry 1.)

FEPC: How It Operates. Issued by the Committee on Fair Employment Practice, Division of Review and Analysis. Washington, 1944. 19 p. Printed.

Contains information on beginning and growth of the FEPC, its duties, jurisdiction, procedure, and scope of activities; a copy of Executive Order No. 9346; and a directory of FEPC central and regional offices.

FEPC Relationship With the Civil Service Commission. Memorandum from Joy P. Davis to John A. Davis, Director, Division of Review and Analysis. June 6, 1945. [8] p. Typed. (Entry 5.) -



Includes information on the Civil Service Commission's jurisdiction over discrimination in the Federal Service.

Final Report [of the] Fair Employment Practice Committee. Transmitted by the Committee to the President of the United States, June 28, 1946. Published in Washington, 1947. 128 p. Printed. (Entry 8.)

Contains copies of the letter of transmittal and resignation of the Committee, and of President Truman's letter of acceptance. Part I, entitled "Wartime Experiences," analyzes, among other matters, the difficult cases handled by the Committee; and Part II, entitled "After VJ-Day," discusses the problems of reconversion facing minority group workers after the war.

First Report [of the] Fair Employment Practice Committee, July 1943-December 1944. Issued by the Committee on Fair Employment Practice. Washington, [June] 1945. 152 p. Printed. (Entry 34.)

Consists of an introduction summarizing the agency's problems and accomplishments; chapters on the basis and extent of the FEPC's authority, administrative organization of the Committee, case handling, interdepartmental and regional relations and agreements, statistical analysis of the Committee's work, interpretation of Executive Order No. 9346, the effectiveness of the FEPC, wartime utilization of minority workers, and fiscal statements; and 10 appendixes containing copies of Executive Orders 9346 and 8802, a directory of regional offices, a chronological list of FEPC hearings, and the procedural rules and regulations governing FEPC hearings.

Headquarters Memoranda, Administrative Series Nos. 1-28. Issued by the President's Committee on Fair Employment Practice. Nov. 1, 1943-July 26, 1945. Processed. (Entry 11.)

Furnished instructions and information to headquarters staff members regarding communication methods, clearance of FEPC publications, distribution of field reports, personnel procedures, and requisitioning of supplies.

How the Negro Worker Took on His War Tasks. By Marjorie M. Lawson. n.d. 8 p. Typed.

Impact of Reconversion on Minority Workers. A Report to the President by the Committee on Fair Employment Practice. n.d. 11 p. Processed.

Important Activities and Trends Reported by Field Offices. Memorandum from Clarence M. Mitchell, Director of Field Operations, FEPC, to Malcolm Ross, Chairman. Sept. 27, 1945. 2 p. Typed. (Entry 26.)

Important Dates in FEPC History. Issued by the Division of Review and Analysis, Committee on Fair Employment Practice. Apr. 1944. 4 p. Processed.



Investigation at Ford Instrument Company. By Marjorie M. Lawson. June 2, 1945. 7 p. Typed.

Major Race Riots in the United States, 1906-1944. Memorandum from Cornelius L. Golightly to John A. Davis. Feb. 10, 1945. 10 p. Typed. (Entry 1.)

Manpower Needs and Negro Labor. By Marjorie M. Lawson. Jan. 10, 1944. 4 p. Typed.

Mexicans in Los Angeles and the "Zoot-Suit Riots." n.d. 8 p. Typed.

Minorities in Defense. Issued by the President's Committee on Fair Employment Practice; the Negro Employment and Training Branch, Labor Division, OPM; and the Minority Groups Branch, Labor Division, OPM. Washington, [Oct. 15, 1941]. 19 p. Printed.

Contains information on the organization, functions, and chief officers of the above three units; a chronology of the Federal steps taken to prevent discrimination in the defense program; and copies of President Roosevelt's Executive orders and correspondence declaring the Federal policy of nondiscrimination in defense and Federal employment.

Minority Groups in the United States. By Cornelius L. Golightly. Apr. 23, 1945. 2 p. Typed.

National Defense Training for Negroes in the South. By John Beecher. Apr. 11, 1942. 10 p. Typed.

The National Policy Against Racial or Religious Discrimination. Issued by the Division of Field Operations, President's Committee on Fair Employment Practice. Feb. 8, 1944. 2 p. Processed. (Entry 15.)

Negro Employment in the Federal Government. By John A. Davis and Cornelius L. Golightly. n.d. 15 p. Typed.

Operating Agreement Between FEPC and WMC on Non-Discrimination Program. [Washington, Aug. 2, 1943.] 7 p. Processed. (Entry 8.)

Operations Bulletin No. 1. Issued by the President's Committee on Fair Employment Practice for the guidance of its field staff. Effective February 1, 1943. 34 [84] p. Processed.

Contains information on the history, jurisdiction, functions, and duties of the Committee; field staff functions and duties; procedure for processing complaints; techniques of reporting, filing, and correspondence; copies of Executive orders relating to the FEPC; memoranda from Federal agencies implementing the Executive order against discrimination; copies of rulings issued by the General Counsel, Office for Emergency Management, on the application of



Executive Order 8802 in specific situations; duties of Fair Practice Examiners; and copies of guide letters to be used by field personnel in corresponding with complainants and parties charged.

An Outline for Analysis of Racial Conditions in Urban Areas by the President's Committee on Fair Employment Practice, Division of Review and Analysis. n.d. [3] p. Processed.

Outline for Study of Non-White Unemployment During Reconversion. By John A. Davis. Oct. 10, 1945. 6 p. Typed.

Outline of Preliminary Railroad Investigation. Memorandum from Maceo W. Hubbard to Milton P. Webster, Chairman, Subcommittee on Railroad Hearings. 13, [2] p. Typed. (Entry 7.)

A report on discriminatory employment practices by carriers against Negro railroad employees. Includes a list of "Carriers Parties to Southeastern Carriers' Conference Agreement" and a list of railroads and terminal companies against which complaints were filed.

Overall View of the Employment of the Negro. By Cornelius L. Golightly. June 1, 1944. 3 p. Typed.

Panel Statement of John A. Davis, Director of the Division of Review and Analysis, FEPC, on the Employment of Negro Workers During the War and the Postwar Period, Before the Metropolitan Area Labor Conference on Reconversion and Related Problems, Under the Auspices of the Negro Labor Victory Committee, Saturday, March 24, 1945. n.d. 6 p. Typed. (Entry 11.)

Postwar Employment and the Negro. n.d. 3 p. Typed.

Preliminary Survey of Publication Media Channels (Other Than Radio). Memorandum from Max Berking to Malcolm Ross. May 4, 1944. 5 p. Typed. (Entry 7.)

A report on types of magazines and newspapers of possible value to the FEPC for publicity purposes.

The President's Committee on Fair Employment Practice: Its Beginning and Growth and How It Operates. Issued by the Division of Review and Analysis, President's Committee on Fair Employment Practice. Washington, Mar. 1944. 10 p. Processed.

Problems of Economic Discrimination Facing Minority Group Workers in the Immediate Postwar Period. Issued by the Division of Review and Analysis, Committee on Fair Employment Practice. Aug. 22, 1945. 9 p. Processed.

The Processing of U.S.E.S. #510 Reports on Discriminatory Hiring Practices. By Eugene Davidson. n.d. 4, 2, [2] p. Typed and processed. (Entry 11.)



With copies of two form letters to firms engaging in discriminatory hiring practices and a form report of action on Form #510 reports.

A Program for Aiding the Negro Veteran. n.d. 8 p. Typed.

Racial Tensions in Industry. By Malcolm Ross, Chairman, Fair Employment Practice Committee. Issued by the Fifth Conference on Science, Philosophy, and Religion. n.d. 10 p. Processed. "Not for Publication." (Entry 8.)

Information in an attached newspaper clipping discloses that the paper was read at the Conference by Mr. Ross on September 9, 1944.

Report of Action on United States Employment Service #510 Reports. Memorandum from Eugene Davidson to Lawrence Cramer, Executive Secretary. Mar. 9, 1943. 3, [1] p. Typed. (Entry 11.)

The report includes a compliance "Analysis of Answers to F.E.P.C. Letters on U.S.E.S. #510 Reports, October 1, 1942 to March 1, 1943."

Report of Field Trip in North Carolina (Part II). n.d. 36 p. Processed.

Report on Employment Discrimination Against Mexican Workers in the Industries of the Southwest. Memorandum from Ernest G. Trimble to Lawrence W. Cramer. 6 p. Typed. (Entry 7.)

Report on Outlook for Training and Employment of Negroes in Florida Shipyards. By John Beecher. n.d. 3 p. Typed.

Report to the President. [Submitted by Malcolm Ross, Chairman, Committee on Fair Employment Practice.] Aug. 27, 1945. 5 p. Typed. (Entry 8.)

Relates to discrimination faced by Negro and Mexican-American war workers in getting peacetime jobs and to accomplishments of the FEPC.

Results Obtained on Company Contacts Made on the Basis of USES #510 Reports. By Eugene Davidson. July 26, 1943. 5 p. Typed.

Salaries and Expenses, Committee on Fair Employment Practice, Fiscal Year, 1946; Justification of Estimate of Appropriation. Prepared by the Division of Budget and Administrative Management, [Committee on Fair Employment Practice]. Submitted to the House Committee on Appropriations, Mar. 30, 1945. n.d. 71 p. Processed. (Entry 1.)

Includes information on the functions, organizational structure, and activities of the Committee.

Salaries and Expenses, Committee on Fair Employment Practice, Fiscal Year 1946; Justification for Continuation of Functions and the Appropriation During Period of Reconversion. Submitted on Sept. 1, 1945. 14, [3] p. Processed. (Entry 8.)



The Segregation of War Workers Because of Race, Creed, Color or National Origin. By George M. Johnson, Assistant Executive Secretary, President's Committee on Fair Employment Practice. n.d. 16 p. Typed. (Entry 11.)

State Legislation Forbidding Discriminatory Employment Practices. Issued by the Division of Field Operations, President's Committee on Fair Employment Practice. Jan. 18, 1945. 4 p. Processed. (Entry 15.)

Statement on Work Stoppages. n.d. 2 p. Typed.

Status of Jewish Complaints Received by the Committee From July Through November 27, 1943. By John A. Davis. Dec. 11, 1943. 3 p. Typed.

Survey of Employment Practices of the Sperry Gyroscope Company, Lake Success, Long Island. By Marjorie M. Lawson. May 29, 1945. 10 p. Typed.

Tables and Summary of Employment of Negroes in the Federal Government. Issued by the Division of Review and Analysis. Dec. 1943. 12, [6] p. Processed.

With six tables showing number and percentage of Negroes employed in 1943, by agency and major job classification.

Training and Employment of Negroes in Memphis, Tennessee. By John Beecher, Field Representative, FEPC. n.d. 14 p. Typed.

Wartime Employment of Mexican-Americans. By Cornelius L. Golightly. n.d. 2 p. Typed.

The Wartime Employment of Negroes in the Federal Government. Issued by the Division of Review and Analysis, Committee on Fair Employment Practice. Washington, Jan. 1945. 65 p. Processed.

The following prefatory note explains this document:

"This study was prepared under the supervision of John A. Davis by Cornelius L. Golightly with the assistance of India W. Hemphill. The employment data used in this analysis were secured from periodic reports on total and Negro employment which Government agencies send to the Committee on Fair Employment Practice."

The Wartime Enforcement of the Non-Discrimination Policy in the Federal Government. n.d. 20 p. Typed.

Work-A-Day Solutions to Discrimination in Employment. By Marjorie M. Lawson. Mar. 1, 1945. 6 p. Typed.

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D.C.





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ILLINOIS HISTORICAL SURVEY

PRELIMINARY



INVENTORIES

Number 148

RECORDS OF THE DOMINICAN  
CUSTOMS RECEIVERSHIP

Compiled by Kenneth W. Munden

With an Introduction by Lester W. Smith

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UNIVERSITY OF ILLINOIS

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS  
OF THE  
DOMINICAN CUSTOMS RECEIVERSHIP

(Record Group 139)

Compiled by Kenneth W. Munden

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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of the Civil War have been described in Guide to Federal Archives Relating to the Civil War, those of World War I in Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

### History of the Receivership

On February 7, 1905, the United States and the Dominican Republic became signatories to the protocol of a convention by the terms of which the United States was to attempt the adjustment of all foreign and domestic obligations of the latter Government and for that purpose to take over the collection and administration of its customs duties.<sup>1</sup> The protocol was submitted to the Senate of the United States and reported out favorably by the Committee on Foreign Relations, but the Senate adjourned without acting to advise either its ratification or rejection. Similarly, the Dominican Congress failed to act on the protocol. As a temporary measure and as the result of an exchange of notes on the subject between the foreign offices of the two Governments, an executive modus vivendi was thereupon resorted to, which established the American Receivership of Dominican Customs on a provisional basis. The Receivership became operative on April 1, 1905, by virtue of a decree of President Morales issued on March 31, duplicating in its essential provisions the terms of the still pending protocol.<sup>2</sup> This arrangement, with minor modifications, was made permanent by a new American-Dominican convention, signed February 8, 1907 (35 Stat. 1880). In fact, however, the financial features of the modus vivendi were operative for a total of some 40 months, since the convention of 1907 contained certain provisions that had to be met concerning the liquidation of the Dominican national indebtedness before its terms could become effective, and these conditions were not realized until July 31, 1908.<sup>3</sup> The Receivership was

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<sup>1</sup>For a summary of the literature on the subject see Samuel Flagg Bemis and Grace Gardner Griffin, Guide to the Diplomatic History of the United States, p. 581-583 (Washington, 1935). J. F. Rippey, "The Initiation of the Customs Receivership in the Dominican Republic," in Hispanic American Historical Review, 17:419-457 (1937), analyzes the origins of the Receivership and the threat of intervention by other foreign states.

<sup>2</sup>State Department, Papers Relating to the Foreign Relations of the United States, 1905 (Washington, 1906), p. 298-391.

<sup>3</sup>Dominican Customs Receivership, First Annual Report, August 1, 1907-July 31, 1908, p. 5. There are two earlier annual reports of the Receivership under the modus vivendi (1906 and 1907) and a summary report covering its activities to July 31, 1907. For extracts of the 1907 Report and the final summary see State Department, Papers Relating to the Foreign Relations of the United States, 1907, Part I (Washington, 1910), p. 331-360 and 322-331, respectively. These and the later reports of the Receivership contain much useful information. The annual reports will hereafter be referred to in abbreviated fashion, as DCR, Report, 1907-8, or DCR, Report, 1915, since beginning in 1915 the period covered is the calendar year.



reaffirmed and continued in effect by the American-Dominican Convention of December 27, 1924 (44 Stat. 2162); it was finally terminated by the Trujillo-Hull Convention of September 24, 1940 (55 Stat. 1104), and ceased to function on March 31, 1941. Its lifespan thus embraced 35 years, during 8 of which (1916-24) it functioned coincidentally with the U.S. Military Government of Santo Domingo.

Under the *modus vivendi* the Controller and General Receiver of Dominican Customs, who was designated by the President of the United States and commissioned by the President of the Dominican Republic, was directed: (1) to receive the revenues of all the customhouses; (2) to distribute 45 percent of the sums collected to the Dominican Government to enable it to meet its administrative expenses; (3) to pay the necessary expenses of collection including those of the Receivership; and (4) to deposit the remainder of the collections for the benefit of the creditors of the Dominican Republic, to be distributed when their several claims had been adjusted. Through the good offices of the United States the amount of these claims was scaled down from \$32 to \$17 million.

Under the successive conventions of 1907 and 1924 the Receivership continued to be charged with administering the customs service and the service on the outstanding bonded indebtedness, which constituted a lien on the customs revenue, of the Dominican Government. Provision was made for applying the collection to: (1) the expenses of collection, including those of the Receivership (not to exceed 5 percent of the revenues); (2) the interest, amortization, and installments of the Dominican debt; and (3) the Dominican Government for disbursements to meet its administrative expenses. Both conventions provided that the Dominican Government should not increase its public debt without the previous consent of the United States; and it was the violation of this proviso (Article III of the convention of 1907) that was presented as the justification of the establishment of the U.S. Military Government in Santo Domingo in 1916. The convention of 1924, reaffirming the Receivership, made possible the refunding, on terms less onerous to the Dominican Government, of \$15 million in additional obligations that had been incurred during the military occupation by U.S. forces.

The customs revenues continued to be distributed in the manner prescribed in the convention of 1924 until 1931, when, with foreign trade and customs revenues declining as a result of the worldwide depression, it became apparent that, if the monthly interest and sinking fund payments were covered by the customs collections, there would be no balance available for the Dominican Government. To meet this problem, the "Emergency Law of 1931" was passed on October 24, 1931, by the Dominican Congress and subsequently approved by the State Department of the United States.<sup>4</sup> This law provided

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<sup>4</sup>DCR, Report, 1931, p. 9.



for the diversion to the Dominican Government from the Receivership of about 90 percent of the customs revenues, comprising those from the three principal ports of the country--Santo Domingo, San Pedro de Macoris, and Puerto Plata--and suspended the requirements for sinking fund payments as prescribed in the convention of 1924, though interest payments on the bonded indebtedness were still required as a first charge against the customs revenues.<sup>5</sup> The life of the "Emergency Law" was prolonged, by a new law of November 18, 1933, to August 31, 1934, at which time the provisions of the convention of 1924 were restored to full effect.<sup>6</sup> With the resumption of the normal status of the Receivership a readjustment in the terms of the loan service made necessary by the three-year suspension in sinking fund payments was accomplished, which contemplated "a necessary extension of the receivership of Dominican customs for the period required to completely liquidate its loans."<sup>7</sup> The abolition of the Receivership while a part of these was still outstanding, however, was provided for in the American-Dominican Convention of September 24, 1940, which restored to the Dominican Government the responsibility for the collection of its customs revenues. Under this convention, which continued in effect during the existence of the outstanding bonds of 1922 and 1926, the Dominican Government designated a depository bank to be the sole depository of all its revenues and public funds and to see to it that no disbursements be made for the account of the Government before the payment of the agreed monthly interest and amortization charges on the debt.

#### Additional Functions Performed by the Receivership

The importance of the function for which the Receivership was established--the collection and administration of the customs duties--lay in the fact that in the early period of the Receivership the customs collections constituted over 90 percent of all the Government revenues.<sup>8</sup> No control was exercised by the Receivership, however, over the disbursements of that part of the collections that was turned over to the Dominican Government, though such control was attempted in 1913-14 through the appointment by President Wilson of a Financial Expert for the Republic, who was independent of the Receivership but reimbursed from its 5 percent allowance fund.<sup>9</sup>

From its inception the Receivership also performed additional services for the Dominican Government, including collection (but not disbursement)

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<sup>5</sup>DCR, Report, 1933, p. 1

<sup>6</sup>Ibid., p. 8; DCR, Report, 1934, p. 1

<sup>7</sup>Ibid., p. 8-9.

<sup>8</sup>DCR, Report, 1912-13, p. 34.

<sup>9</sup>DCR, Report, 1913-14, p. 5.



during certain periods of the so-called "internal revenues," which became increasingly important in the Dominican tax structure, and the operation of a revenue cutter service and a frontier customs guard, all of which will be explained more fully below. The Receivership also assumed, on January 1, 1918, certain expenses of the Dominican Government not properly chargeable to the customs service--including salaries and maintenance.<sup>10</sup>

Internal Revenues. The earliest "internal revenue" collections that were handled by the Receivership represented merely the arbitrary diversion to a fund for the construction of railways (under an act of the Dominican Congress approved June 27, 1905) of 30 percent of the total export duties collected.<sup>11</sup> Although passed without the knowledge of the United States and during the absence of its minister to the Dominican Republic, the law was not construed to be a violation of the intent of the *modus vivendi*, but it was regarded as being in effect simply a reduction in the export duties and hence did not require the previous approval of the United States. In June 1916, after the American naval and marine forces had occupied Santo Domingo, the Receivership was charged with the collection of such internal revenue as there was, as well as with the disbursement of all government revenues.<sup>12</sup> This authority continued to be vested in the Receivership until October 31, 1919, when it was transferred to the Military Government.<sup>13</sup> In 1925 a new "internal revenue" law was passed, levying consumption taxes on certain imports. This was a kind of supplemental tariff, the routine collection of which by the internal revenue department of the Dominican Government necessarily took place at the various customhouses.<sup>14</sup> In its 1929 survey of the budget and fiscal administration of the Dominican Republic the Dawes Economic Commission recommended that the collection of the internal revenues be turned over to the Receivership to ensure better control and increased collections.<sup>15</sup> Finally, on September 12, 1930, the Receivership took over the administration of the internal revenues, at the request of the Dominican Government, as an "emergency measure following the disastrous hurricane of September 3, but, nevertheless, in accordance with a plan which had previously been under discussion for many months."<sup>16</sup> The several laws thus consigned to the administration of the Receivership included Law No. 190, internal revenue on certain imports; No. 949, special

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<sup>10</sup>DCR, Report, 1918, p. 5; 1921, p. 5.

<sup>11</sup>State Department, Papers Relating to the Foreign Relations of the United States, 1906 (Washington, 1909), p. 562-563. Hereafter the volumes of this series will be referred to as Foreign Relations.

<sup>12</sup>DCR, Report, 1917, p. 9.

<sup>13</sup>DCR, Report, 1919, p. 6.

<sup>14</sup>DCR, Report, 1930, p. 10.

<sup>15</sup>Idem.

<sup>16</sup>DCR, Report, 1939, p. 7.



tax on alcohol, beverages, and gasoline; No. 136, wharf tax; No. 35, consular fees for documents; No. 103, document stamp tax; and No. 116, parcel-post stamp tax.<sup>17</sup> Law No. 389, promulgated November 23, 1932, decreed that future collections of pilotage fees by the Receivership should be credited to the internal revenue account rather than to the customs.<sup>18</sup> In 1933 there were enacted flour and rice tax laws, and in 1935 a new internal revenue law on imports (Law No. 854) and a licensing law for importers (Law No. 823).<sup>19</sup> All these laws were administered by the Receivership under the original agreement of 1930, which was renewed for an indefinite period in 1935 and remained in effect till the close of the Receivership.<sup>20</sup> The Receivership was allowed 4 percent of the amount collected to cover the cost of collection, and the remainder was turned over to the Dominican Government. The routine of collecting these internal revenues was consolidated so far as possible with the collection of the customs duties, but the amounts collected were, of course, separately accounted for and the costs of administration were separately budgeted. By 1936 the internal revenue collections had surpassed the customs collections and "this branch of receivership administration . . . had . . . assumed a proportion that overshadowed the convention routine, both in the matter of collections and administrative attention."<sup>21</sup>

Revenue Cutter Service. A temporary revenue cutter service to assist in the enforcement of the revenue, navigation, and coastwise trade laws was established by the Receivership on June 1, 1906, with the chartering of four sailing vessels.<sup>22</sup> On January 11, 1907, four steel cutters were acquired. The first seizure of a vessel in the act of smuggling did not occur until 1915, in which year the General Receiver reported that the cutters had been operated "at a great expense to the Government and with much molestation and no benefit absolutely to the customs service."<sup>23</sup> But they had from the beginning been placed freely at the disposal of the Government for transporting officials, mails, and troops and had proved useful "in a manner never contemplated," that is to say, in combating the revolutionary movement.<sup>24</sup> The expenses of operating and maintaining the cutters under the Receivership were deducted from the gross customs receipts before division according to the terms of the *modus vivendi*; and under the convention

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<sup>17</sup>DCR, Report, 1930, p. 11.

<sup>18</sup>DCR, Report, 1932, p. 11.

<sup>19</sup>DCR, Report, 1936, p. 8; 1935, p. 7.

<sup>20</sup>Ibid., p. 8.

<sup>21</sup>DCR, Report, 1936, p. 7-8.

<sup>22</sup>Foreign Relations, 1907, Part I, p. 339-340.

<sup>23</sup>DCR, Report, 1915, p. 9.

<sup>24</sup>DCR, Report, 1911-12, p. 14; 1912-13, p. 16.



of 1907 they were not considered to be expenses of the customs service proper and hence they were not charged against the 5 percent allowance fund to which the operating costs of the Receivership were limited.<sup>25</sup> The revenue cutter service was maintained by the Receivership until July 1, 1917, when the last of the cutters was formally transferred to the Military Government, the others having already been taken over by it.<sup>26</sup>

Frontier Customs Guard. A mounted and armed customs and frontier guard service was organized by the Receivership on September 1, 1905, as a customs adjunct to prevent smuggling along the Haitian frontier and to assist in the collection of the customs duties at the three land ports where custom-houses were maintained--Commendador, Tierra Nueva, and Dajabón.<sup>27</sup> From the beginning the nature of this service was quasi-military and the expenses of its operation, like those of the revenue cutter service, were deducted from the gross revenues of the Receivership before division according to the terms of the *modus vivendi*.<sup>28</sup> On July 1, 1908, the service was turned over to the Dominican Government for operation, and in 1912 it was made an integral part of the Dominican Army.<sup>29</sup> In the next year, however, a new organization, called the "frontier customs service," was set up and operated by the Receivership, with the approval of the Dominican Government, to assist in the customs collection.<sup>30</sup> In 1915 the number of mounted inspectors was doubled to stop the traffic in arms across the Haitian frontier, after Port-au-Prince and other Haitian ports had been occupied by American forces, and the service was found to be of great value in disarming natives along the border.<sup>31</sup> After the establishment of the U.S. Military Government of Santo Domingo the Receivership recommended the incorporation of the frontier customs service into the Dominican national guard, and, with the approval of the Military Government, this was accomplished on May 1, 1918.<sup>32</sup>

#### The Receivership and the Military Government of Santo Domingo

In the spring of 1916, following a long period of political unrest in the Dominican Republic and of mounting internal public debt, the country was occupied by U.S. marine and naval forces; and on November 29 of that year the establishment of the Military Government of the United States in Santo Domingo was proclaimed "to assist the country to return to a condition

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<sup>25</sup>Foreign Relations, 1907, Part I, p. 341.

<sup>26</sup>DCR, Report, 1917, p. 7.

<sup>27</sup>Foreign Relations, 1907, Part I, p. 326.

<sup>28</sup>Ibid., p. 338.

<sup>29</sup>DCR, Report, 1907-8, p. 15; 1911-12, p. 16.

<sup>30</sup>DCR, Report, 1912-13, p. 18.

<sup>31</sup>DCR, Report, 1915, p. 8.

<sup>32</sup>DCR, Report, 1917, p. 7; 1918, p. 8.



of internal order which would enable it to observe the terms of the treaty with the United States in 1907." The Military Government, which continued in existence until 1924, was administered by officers of the Navy and the Marine Corps and was responsible to the Secretary of the Navy. The relations between it and the Receivership, which maintained its separate identity and was administratively responsible to the Bureau of Insular Affairs of the War Department, were necessarily very close, since the orders and decrees of the Military Government had the effect of laws, certain of which the Receivership was expected to administer. References have been made previously in this introduction to relations between the Receivership and the Military Government, particularly regarding the collection of internal revenues; and the Receivership's share, at least, in the association could be traced in some detail in the complete file of copies of its outgoing correspondence that comprises one of the series of records described in this preliminary inventory (entry 12). The Receivership was affected directly by the Military Government's passage of a new customs tariff in 1920, which abolished export duties entirely and reduced the import duties an average of 38 percent. This law so reduced the customs revenues, without lessening the routine of customs administration, that the cost of collection exceeded the 5 percent allowance of the convention of 1907. In order to meet the deficit, which was aggravated by the abolition of the tonnage dues in the following year, the Military Government, by Executive Orders Nos. 694 and 796, provided supplemental appropriations to cover a part of the operating expenses of the Receivership.<sup>33</sup> During the period of the Military Government, also, additional public obligations amounting to \$15 million were incurred. These obligations were validated and made susceptible of refunding by the convention of 1924, which extended the life of the Receivership to cover the lifetime of the bonds issued in accordance with its refunding provisions.

#### Roster of General Receivers and Deputy General Receivers

During the 35 years of the Receivership's existence there were four General Receivers of Dominican Customs, one of whom held the position for a total of 24 years during two periods of service. There were six Deputy General Receivers, the last acting as General Receiver from December 1939 to the close of the Receivership on March 31, 1941. The names of these officials and the dates of their terms of office are as follows:

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<sup>33</sup>DCR, Report, 1922, p. 2-4.



#### General Receivers

George R. Colton<sup>34</sup> (April 8, 1905<sup>35</sup>-June 6, 1907)<sup>36</sup>  
William E. Pulliam (June 7, 1907<sup>37</sup>-June 30, 1913)<sup>38</sup>  
(November 10, 1921<sup>39</sup>-December 15, 1939)<sup>40</sup>  
Walker Whiting Vick (June 16, 1913<sup>41</sup>-June 9, 1914)<sup>42</sup>  
Clarence H. Baxter (September 25, 1914<sup>43</sup>-May 15, 1921)<sup>44</sup>

#### Deputy General Receivers

J. H. Edwards (April 12, 1905<sup>45</sup>-November 4, 1913)<sup>46</sup>  
John T. Vance (September 29, 1913<sup>47</sup>-November 8, 1919)<sup>48</sup>

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<sup>34</sup>Colton's title, under the *modus vivendi*, was Controller and General Receiver. He did not establish his office in Santo Domingo until April 20, 1905; but the customs revenues were so handled, beginning April 1, that the financial features of the *modus vivendi* became effective on that date ("Review of the organization and transactions of the Customs Receivership of Santo Domingo during the first year of its operation, April 1st, 1905-March 31st, 1906, with collateral exhibits and remarks," p. 6; inventory entry 13).

<sup>35</sup>Secretary of War to George R. Colton, April 8, 1905 (inventory entry 12).

<sup>36</sup>Certificate of transfer of accountability, signed by Colton and Pulliam, June 6, 1907 (inventory entry 12).

<sup>37</sup>Idem.

<sup>38</sup>J. H. Edwards to Chief, Bureau of Insular Affairs, July 4, 1913, reporting on transfer of accountability from Pulliam to himself; National Archives, Records of the Bureau of Insular Affairs, Record Group 350, "Santo Domingo series," file 1-431. (All citations of manuscript records in this introduction are either to the records described in this inventory, in which case the appropriate inventory entry number is given, or to the records of the Bureau of Insular Affairs and the Division of Territories and Island Possessions in the National Archives.)

<sup>39</sup>DCR, Report, 1921, p. 1.

<sup>40</sup>Acting Director, Division of Territories and Island Possessions, to Thomas Pearson, November 21, 1939 (Records of the Bureau of Insular Affairs, personnel file of W. E. Pulliam).

<sup>41</sup>DCR, Report, 1912-13, p. 3. Vick did not arrive in Santo Domingo until July 5, 1913.

<sup>42</sup>DCR, Report, 1913-14, p. 3.

<sup>43</sup>Idem.

<sup>44</sup>Chief, Bureau of Insular Affairs, to Baxter, May 6, 1921 (Records of the Bureau of Insular Affairs, personnel file of C. H. Baxter).

<sup>45</sup>Personnel Circular No. 1, May 1, 1905, issued by G. R. Colton (Records of the Bureau of Insular Affairs, "Santo Domingo series," file 91).

<sup>46</sup>Chief, Bureau of Insular Affairs, to J. H. Edwards, March 31, 1914 (Records of the Bureau of Insular Affairs, personnel file of J. H. Edwards).

<sup>47</sup>DCR, Report, 1913-14, p. 3.

<sup>48</sup>DCR, Report, 1919, p. 4.



Deputy General Receivers (continued)

George D. Miller (November 20, 1919<sup>49</sup>-January 27, 1922)<sup>50</sup>  
Thomas T. Kelly (January 4, 1922<sup>51</sup>-October 9, 1926)<sup>52</sup>  
Norman T. Orme (February 3, 1927<sup>53</sup>-February 10, 1937)<sup>54</sup>  
Thomas Pearson (March 19, 1937<sup>55</sup>-March 31, 1941)

Supervision of the Receivership by the Bureau of Insular Affairs

Supervision and control over the affairs of the Receivership were from the beginning exercised by the Bureau of Insular Affairs in the War Department, which had a background of successful experience in administering the customs services of Cuba, Puerto Rico, and the Philippine Islands. This arrangement was further defined, under the convention of 1907, by an Executive order issued July 25, 1907, which directed that the accounts of the General Receiver be rendered "to the Contaduria General of the Dominican Republic, and to the State Department of the United States, and referred for examination and verification to the Bureau of Insular Affairs, which shall have immediate supervision and control of the Receivership, pursuant and subject to such directions in regard thereto as shall be received from the President directly or through the Secretary of State." General regulations of a similar character for the government of the Receivership under the convention of 1924 were prescribed in an Executive order issued December 5, 1925. The control exercised by the Bureau of Insular Affairs included the examination and verification of certain reports and accounts that were required to be submitted by the Receivership, an annual on-the-ground inspection of its accounts and records by a representative of the Bureau, the assembling and dissemination of statistics and other information, the purchase of supplies, and the transportation of supplies and equipment. The function of administering the Receivership was transferred to the Department of the Interior on July 1, 1939, when the Bureau of Insular Affairs was merged with the Division of Territories and Island Possessions of that Department. On June 30, 1940, by section 1 of the President's Reorganization Plan IV, supervision of the Receivership was transferred from the

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<sup>49</sup>Memorandum, February 26, 1930 (Records of the Bureau of Insular Affairs, personnel file of G. D. Miller).

<sup>50</sup>Idem.

<sup>51</sup>DCR, Report, 1921, p. 1. Kelly assumed the duties of his office on January 27, 1922.

<sup>52</sup>DCR, Report, 1926, p. 13.

<sup>53</sup>Idem.

<sup>54</sup>DCR, Report, 1937, p. 10.

<sup>55</sup>Idem.



Division of Territories and Island Possessions to the Department of State, where it remained until the Receivership was terminated in 1941.<sup>56</sup>

### History and Nature of the Records in This Record Group

In accordance with the convention of September 24, 1940, when the Receivership was terminated, most of its records, along with its funds and other property, were turned over to the Dominican Government. At the direction of the State Department, however, certain files dealing with political, personal, and confidential matters were brought to the United States; and almost immediately, on May 13, 1941, they were transferred to the National Archives. These records, together with a few that George R. Colton, Controller and General Receiver under the *modus vivendi*, sent to the Bureau of Insular Affairs in Washington in 1907 upon the close of his term of office, and which the National Archives received from the Division of Territories and Island Possessions on September 14, 1940, constitute all the records in the United States that originated in the Receivership itself. The record group (33 cubic feet) comprises personal correspondence (letters received and copies of letters sent) of General Receivers and Deputy General Receivers, 1905-40; selected files, dealing with political or confidential matters, from the Receivership's subject-classified general correspondence, 1907-16 (letters received and copies of letters sent); some other correspondence not subject-classified, 1914-40; the Receivership's chronological file of carbon copies of all outgoing communications and reports, 1905-41 (complete except for the months of January, March, and April 1919; see page 18); selected administrative reports, 1905-26; selected reports of special Receivership inspectors, 1931-39; and administrative orders and circulars, 1905-7. Probably the most valuable of these records is the chronological file of outgoing communications and reports, comprising about three-fourths of the whole record group. It is not selective, having been transferred in entirety. It gives a partial view of all the business with which the Receivership was concerned; and often, with respect to administrative matters, the complete picture can be reconstructed by referring to other record

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<sup>56</sup>It is interesting to note that when a receivership of customs was established in Haiti on August 29, 1916, after American forces had occupied that island, administrative control was vested in the Department of State, where it remained until it was transferred, at the request of the Secretary of State, to the Bureau of Insular Affairs in 1920. On July 1, 1924, administrative control reverted to the Department of State, where it remained until the combined office of Financial Adviser-General Receiver of Haiti was abolished in 1934. In the early days of the receivership in Haiti, the experience of the Dominican Receivership was made use of through direct contact with the General Receiver at Santo Domingo. Haitian Customs Receivership, Report, August 29-September 30, 1916, and fiscal year ending September 30, 1917, p. 8.



groups in the National Archives that contain copies of official letters sent to the Receivership (see related records below). With the exception of the several series of personal correspondence of General Receivers and Deputy General Receivers, which presumably were maintained separately and shipped en bloc to the United States, and an apparently complete set of administrative orders and circulars, 1905-7, in English and Spanish, the other records in the group are selective in character, having been deemed political or confidential in nature. A glance at the inventory entries will reveal the variety of subjects to which the records relate, and when a file is available on a particular subject the information is frequently quite detailed.

The records of the Receivership that were turned over to the Dominican Republic in 1941 are not considered a part of this record group. They were placed in the custody of the Archivo General de la Nación in Santo Domingo on May 20, 1941.

Although this inventory describes the records series by series, the compiler has found it desirable to include in the description the numerical designation of record items within series that he imposed on the materials when they were arranged archivally. This numbering (1 to 704) is continuous for the whole of the record group and therefore is independent of the series entry numbers.

#### Related Records in the National Archives and Related Finding Aids Prepared in the National Archives

There are in the National Archives records that relate closely and to some extent complement those described in this preliminary inventory. A summary indication of the nature of these records follows:

(1) Records of the Bureau of Insular Affairs Relating to the Dominican Customs Receivership, 1905-40. During most of its existence the Receivership operated under the supervision of the Bureau of Insular Affairs of the War Department. The records of the Bureau, now in the National Archives, constitute Record Group 350. Of these records of the Bureau, those that relate to its administration of the Receivership are in two series, one consisting entirely of materials relating to the Receivership and the other (the general series of the Bureau) consisting only in part of such records. All the files in the first series and such files in the second series as relate to the Dominican Customs Receivership have been listed by subject, alphabetically, in Special List No. 5, List of Records of the Bureau of Insular Affairs Relating to the Dominican Customs Receivership, 1905-1940, compiled by Kenneth Munden (National Archives, 1943). See also Preliminary Inventory (No. 130) of the Records of the Bureau of Insular Affairs, compiled by Richard S. Maxwell (National Archives, 1960).

(2) Records of the Military Government of Santo Domingo, 1916-24. These materials, forming part of the records of the Office of the Chief of



Naval Operations (Record Group 38), relate to the occupation and administration of the Dominican Republic by U.S. naval and marine forces. They include data relating to officers and enlisted men, courts and boards, appointments and discharges, economic conditions, improvement of roads, sanitation and medicine, and commerce and transportation. The Military Government records are described generally in Guide to Materials on Latin America in the National Archives, by John P. Harrison (1961). Some indication of their contents is given also in Reference Information Circular No. 26, Materials in the National Archives Relating to Military Government by the United States in the Caribbean Area, 1898-1934, prepared by Kenneth Munden and Forrest L. Foor (National Archives, 1944).

# RECORDS OF THE DOMINICAN CUSTOMS RECEIVERSHIP

## PERSONAL CORRESPONDENCE OF GENERAL RECEIVERS AND DEPUTY GENERAL RECEIVERS OF DOMINICAN CUSTOMS

PERSONAL CORRESPONDENCE OF GENERAL RECEIVER GEORGE R. COLTON. 1905-7.

1 ft.

1

Includes letters received and copies of those sent, office memoranda, and other papers filed in individual folders bearing names of correspondents or subjects. The matters dealt with in this correspondence are chiefly those of diplomatic, political, and economic importance. For a description of the record items in this series, see appendix I. Arranged alphabetically by subject or name of correspondent. (Record items 1-39.)

PRIVATE AND SEMIOFFICIAL CORRESPONDENCE OF GENERAL RECEIVER C. H. BAXTER.

1916-20. 2 in.

2

Letters received, copies of letters sent, and miscellaneous papers relating to such matters as supplies for Baxter's personal use, the employees of the Receivership, construction of Receivership buildings and customhouse facilities, relations of the Receivership with the Dominican Government and with Americans resident in the Dominican Republic, purchase of an automobile for Receivership use, ships trading between the United States and Santo Domingo, Red Cross work in the Dominican Republic, and Sociedad Boys Scouts Dominicanos. Arranged chronologically. (Record items 40-44.)

SUBJECT CORRESPONDENCE FILES OF GENERAL RECEIVER C. H. BAXTER. 1914-22.

1 ft.

3

This series of subject files covers, in general, the whole period of Baxter's term as General Receiver of Dominican Customs. When all the documents of this series had been arranged numerically in accordance with penciled markings noted on individual documents, it became apparent that related documents had been brought together. For a description of the record items as so arranged, see appendix II. (Record items 45-98.)

PERSONAL CORRESPONDENCE OF DEPUTY GENERAL RECEIVER JOHN T. VANCE. 1916-19.

3 in.

4

Letters received, copies of letters sent, memoranda and office notes, and other papers relating to such matters as telephone concessions, Receivership employees, supplies for Vance's personal use, the Dominican Claims Commission, relations with the Military Government of Santo Domingo, purchase of Liberty Bonds, income tax, Red Cross work in the Dominican Republic, political conditions in general, and effects of the World War on the Dominican Republic. Arranged chronologically. (Record items 99-102.)

PERSONAL CORRESPONDENCE OF DEPUTY GENERAL RECEIVER G. D. MILLER. 1920.

1 in.

5

Correspondence and other papers relating to Miller's appointment as



Deputy General Receiver to succeed John T. Vance, the Board of Conciliation (to arrange the wage schedule of the dock laborers and sailors of the Port of Santo Domingo), meteorological observations at Santo Domingo, and other matters. Arranged chronologically. (Record item 103.)

PERSONAL CORRESPONDENCE OF GENERAL RECEIVER WILLIAM E. PULLIAM. 1921-38.

6 in.

6

Letters received and copies of those sent pertaining to such private matters as Pulliam's personal bank account, magazine subscriptions, personal relations with prominent officials of the U.S. Government (including Sumner Wells, American Commissioner to the Dominican Republic), supplies for personal use, personal guests, and travel arrangements for Pulliam and his family. There is also some correspondence concerning official matters, including the Columbus lighthouse project, purchase of an automobile for the Receiver's use, smuggling on the Haitian-Dominican frontier, Pan American Union relations with the Dominican Republic, and Receivership relations with the Administrative Council of the District of Santo Domingo. The official correspondence includes numerous reports on administrative matters received from deputy receivers at customs ports and the General Receiver's replies. Copies of letters sent to Pulliam by his office staff during his occasional absences from Santo Domingo are included in this file; these letters include summaries of political developments in the Republic. Arranged chronologically. (Record items 104-122.)

GENERAL RECEIVER WILLIAM E. PULLIAM'S PERSONAL FILE OF CORRESPONDENCE WITH BUREAU OF INSULAR AFFAIRS ON POLITICAL MATTERS. 1922-39. 3 in.

7

Copies of letters to the Bureau of Insular Affairs comprise most of the correspondence in this series. These letters relate to such matters as the inauguration of Dominican Government officials, evacuation of the Dominican Republic by U.S. naval forces, enactments by the Dominican Congress, a visit of the President of Haiti to Santo Domingo, visits of U.S. naval craft to Dominican ports, Presidential decrees, the Columbus memorial lighthouse, the work of the Dawes mission to Santo Domingo, interference of Dominican Army officers with examination of passengers' baggage at the Santo Domingo customhouse, interviews with the Dominican President, Pan Americanism, Dominican history, Receivership personnel, and Haitian-Dominican relations. Pulliam's letters to the Bureau of Insular Affairs are characterized by dramatic and newsy treatment, as evidenced by the subjects of some of the communications: "The awakening of Santo Domingo," "'Touch me not' defense of the Monroe Doctrine," "The whole world kin," "The passing show," and "Time marches on." This series includes a few letters to U.S. Government officials other than those of the Bureau of Insular Affairs, including Sumner Welles, but relatively little incoming correspondence. There is also a typewritten copy of the final (1930) report of the Institute for Government Research of the Brookings Institution on the "Reorganization of Financial and Business Administration of Dominican Government." Arranged chronologically. (Record items 123-136.)



PERSONAL CORRESPONDENCE OF DEPUTY GENERAL RECEIVER THOMAS PEARSON. 1940. 8

The few documents of this series consist of confidential reports from the deputy receivers at Barahona and Puerto Plata and copies of the Deputy General Receiver's replies. (Record item 137.)

GENERAL FILES OF THE RECEIVERSHIP

Subject-Classified Correspondence Files

Although only one of the several filing schemes used by the Receivership has been available to the compiler of this inventory, it has been concluded from an analysis of the records bearing file classification marks that at least two different subject-numeric series are represented in the records brought to the United States. These two series are identified below (entries 9 and 10). Both series consist of case or dossier files in which each subject is arbitrarily assigned the next consecutive number. The "inclosures" placed in the same file are numbered consecutively, as 39/4, indicating inclosure 4 of file 39.

So that the user of these records may have some idea of what the entire subject-classified files comprised, there is reproduced as appendix III a list of the subjects of the classification devised in 1914, insofar as the compiler of this inventory has been able to reconstruct it. It may be assumed that, on the whole, the subjects of the 1914 classification were the same as those appearing in any other classification scheme used by the Receivership.

GENERAL CORRESPONDENCE. 1907-16. 2 ft.

The nature of this correspondence, its relation to the series described in entry 10, and its arrangement are explained above. It consists of record items (147-167) as follows:

File 5. "Regulations for Government of Receivership." 1907-13. Inclosures 5/0 to 5/14, with additional papers. A draft of regulations for government of Receivership, material relating to revision of regulations, correspondence pertaining to interpretation of the American-Dominican Convention of 1907, and other related correspondence.

File 8. "Confidential Communications in the Vault." 1907-11. Inclosures 8/0 to 8/16, and 8/24. Correspondence with the Bureau of Insular Affairs and the Secretary of War relating to the American-Dominican Convention of 1907 and the appointment of William E. Pulliam as General Receiver in 1907; minutes of a "Conference held at the residence of Señor Emiliano Tejera, Minister of Foreign Relations, at Santo Domingo, Sunday, August 25, 1907 . . . [at which were discussed the] operations under the American-Dominican Treaty and governing regulations issued by the President of the United States at the White House, Washington, July 25, 1907"; and other confidential papers.

File 39. "Miscellaneous Information." 1908-13. Inclosures 39/0 to 39/703, with additional papers. This material is greatly diversified in character,



including correspondence, reports, and other papers on many political, social, and industrial subjects, not necessarily relating to the work of the Receivership.

- File 72. "Office Building." 1907-13. Inclosures 72/0 to 72/31, with additional papers. Agreements for rent of office space, correspondence relating to repairs and installations, and materials concerning purchase of a building for office purposes.
- File 81. "Customs Premises." 1913. A copy of a letter to the Bureau of Insular Affairs relating to funds for improving the customs premises at Dominican ports.
- File 98. "Minister of Finance and Commerce." 1908-13. Inclosures 98/0 to 98/56, with additional papers. Correspondence relating to exchange of statistical data on imports and exports between the Minister of Finance and Commerce and the Office of the General Receiver.
- File 110. "Complaint of H. H. Gosling, Steamship and General Agent, Regarding Shipment of Coal." 1909. Inclosures 110/59 and 110/67, with additional papers.
- File 125. "Political Conditions." 1908-11. Inclosures 125/0 to 125/122, with additional papers. Reports and correspondence pertaining to local and national political unrest, revolutionary activities, Haitian-Dominican frontier disturbances, shipment of arms to revolutionaries, insurrectionary incidents, the work of individual revolutionists, and other matters of a political character.
- File 177. "American-Dominican Convention of 1907." 1907-13. Inclosures 177/0 to 177/5, with additional papers. Correspondence regarding appointments under the convention and diplomacy leading to the arrangements between the United States and the Dominican Republic.
- File 255. "Personnel." 1913. A single document containing expressions of dissatisfaction with the work of certain American employees of the Receivership.
- File 269. "Loan Contract." 1908. Incomplete correspondence with the Bureau of Insular Affairs and the Minister of Finance and Commerce concerning the loan contract with the Morton Trust Co.
- File 305. "Telegraphic Accounts." 1907-13. Inclosures 305/0 to 305/18, with additional papers. Correspondence relating to settlement of Receivership accounts with the Western Union Telegraph Co., the Postal Telegraph-Cable Co., and the West India and Panama Telegraph Co..
- File 308. "Haitian-Dominican Boundary Difficulty." 1908-13. Inclosures 308/0 to 308/77, with additional papers. Correspondence and reports relating to movements of Haitians along the frontier, revolutionary activities in Haiti, collaboration between Dominicans and Haitians in revolutionary plans and activities, political conditions in Haiti and general information on Haiti (including data on revenues, the Army, telegraph lines, roads, and railroads).
- File 334. "Charles P. Thurston." 1909. Incomplete correspondence concerning the claim of Charles E. Thurston and wife against the Dominican Republic on account of the murder of their son.



- File 338. "Interviews with President of Dominican Republic and Secretary of Finance and Commerce." 1908-14. Inclosures 338/0 to 338/128. Memoranda showing matters discussed at 127 interviews of the General Receiver with the Dominican President and the Dominican Secretary of Finance and Commerce.
- File 351. "Ramón Caceres, President of Dominican Republic." 1908-10. Inclosures 351/0 to 351/2, with additional papers. Memoranda and correspondence relating to election and inauguration of President Caceres.
- File 359. "Confidential Communications." 1907-8. A record card only, covering inclosures 359/0 to 359/15 and some unnumbered inclosures.
- File 446. "Building Plan." 1911. A copy of a cable to the Bureau of Insular Affairs, November 14, 1911.
- File 476. "Dominican-Haitian Boundary Line." 1910-13. Inclosures 476/0 to 476/100, with additional papers. Correspondence and reports concerning movements of Haitian troops, killing of frontier guards, patrol activities, and Haitian political conditions.
- File 483. "Political Conditions." 1911-13. Inclosures 483/0 to 483/734, with additional papers. Correspondence, memoranda, and reports relating to political agitators and bandits, smuggling, local fighting, clashes between Government and revolutionary armies, movements and activities of rebels, military executions, movements of Haitian troops on frontier, ammunition shipments, and the Dominican Peace Commission (1913). This file contains many firsthand accounts of the battles between revolutionary and Dominican Government forces.
- File 485. "Confidential Communications." 1913-16. Incomplete correspondence, mainly with the Bureau of Insular Affairs, concerning financial and other matters.

GENERAL CORRESPONDENCE. 1914-16. 2 ft.

10

The nature of this correspondence, its relation to the series described in entry 9, and its arrangement are explained on page 15. It consists of record items (168-174) as follows:

- File 39. "Miscellaneous Information." 1914-15. Inclosures 39/0 to 39/295, with many gaps; also additional papers. This file contains correspondence, reports, and other papers on many political, social, and industrial subjects, not necessarily relating to the work of the Receivership.
- File 67. "Receivership Annex." 1914. Incomplete correspondence concerning opening of the new building.
- File 85. "Political Conditions." 1914-16. Inclosures 85/0 to 85/289, with additional papers. Reports and correspondence relating to political unrest, local and national elections, political candidates and factions, Haitian-Dominican relations, political prisoners, bombardment of ports, political contributions, currency issuances, illegal collection of customs duties, and other matters of political concern.
- File 88. "Letters to Bureau of Insular Affairs." 1914-16.
- File 89. "Letters from Bureau of Insular Affairs." 1914-15.
- File 119. "Visit of American Peace Commission to Santo Domingo, August 18, 1914." 1914. Inclosures 119/0 to 119/5, with additional papers. Concerns plans of U.S. Commissioners, conferences, and work accomplished.



File 120. "Elections." 1914. Inclosures 120/1 to 120/23, with additional papers. Concerns the national election held in 1914.

ADMINISTRATIVE CORRESPONDENCE AND OTHER PAPERS. 1914-40. 1 ft. 11

Correspondence, reports, plans, photographs, press releases, and other papers that apparently were never a part of the subject-numeric files described in entries 9 and 10. Included are materials pertaining to the Santo Domingo waterfront, the Receiver General's residence, the Receivership building, customs boats, the Columbus memorial lighthouse, the personal effects of the late Thomas T. Kelly (Deputy General Receiver of Customs), and leave and retirement plans. Arranged by subject. (Record items 138-146.)

### Letters Sent

The Receivership's chronological file of outgoing correspondence is complete for the period April 1905-March 1941 except for the months of January, March, and April, 1919. According to Deputy General Receiver Thomas Pearson's letter of March 31, 1941, advising the Secretary of State of the shipment of the Receivership records to the United States, the missing records of the chronological file were believed to have been destroyed in the Receivership fire of 1939. Although the Department of State had instructed the Receivership to forward to Washington only its files "of a political or personal nature," Pearson decided that it would be impractical, "given the limited number of men combining the necessary qualities of trustworthiness and intelligence upon whom . . . [he] could call upon to examine the records of 35 years, to segregate the personal and political documents from the other documents of a more routine character contained in the chronological file"; under the circumstances, therefore, "it seemed best to send the complete chronological file."

It may be noted that the chronological file shipped from Ciudad Trujillo in March 1941 embraced the period June 7, 1907-March 1941, only, because the part of this file that covers the period April 1905-June 6, 1907, was shipped to the United States on June 6, 1907, by George R. Colton, the first U.S. Controller and General Receiver of Dominican Customs, such shipment being made under circumstances described in the introduction to this inventory.

CHRONOLOGICAL FILE OF OUTGOING CORRESPONDENCE. Apr. 1905- Dec. 1918;

Feb. 1919; May 1919-Mar. 1941. 44 ft. 12

The chronological file comprises carbon copies of outgoing communications and reports, separately bound for each month. So far as is known the file contains a complete record (except for the 3 months noted above) of all correspondence issuing from the Receivership during its entire existence. It constitutes, therefore, the most comprehensive series of the whole record group. (Record items 175-604.)



## REPORTS

ADMINISTRATIVE REPORTS. 1905-26. 4 in.

13

Comparatively few of the numerous regular and special reports known to have been prepared in the Receivership are represented in this series. Some reports, however, are in the subject-classified correspondence files described in entries 9 and 10, and copies of most reports dispatched are in the chronological file described in entry 12. The reports grouped here are as follows:

- Sumario Trimestral del Comercio de la República de Santo Domingo: Mayo, Junio y Julio, 1905. A printed compilation prepared in the Office of the Controller and General Receiver. The title is shown in both Spanish and English, and English translations are given of all items and explanatory matter. 62 p. (Record item 605.)
- "Memoranda for information of General Frank McIntyre, Chief, Bureau of Insular Affairs." A booklet prepared in August 1905 to facilitate General McIntyre's work of inspection during his stay in Santo Domingo. 41 p. Typed. (Record item 606.)
- "Copies of Sketches: Nos. 1 to 20." This compilation consists of copies of the so-called sketches concerning the early history of the Receivership and the political and economic complexion of the Dominican Republic, as rendered to the Secretary of War during the period May 7, 1905-March 24, 1906. 156 p. Typed. (Record item 607.)
- "Review of the organization and transactions of the Customs Receivership of Santo Domingo during the first year of its operation, April 1st, 1905-March 31, 1906, with collateral exhibits and remarks." 111 p. Typed. (Record item 608.)
- "Summary of Commerce of the Republic of Santo Domingo for the Year 1906 with comparative tables for the twelve months ending December 31, 1905." 23 p. Typed. (Record item 609.)
- "Review of the transactions of the Customs Receivership of Santo Domingo during the second year of its operation, April 1st, 1906-March 31st, 1907 with collateral exhibits and remarks." 142 p. Typed, with printed copies. (Record items 610-611.)
- "Final Report of the Transactions of the Dominican Customs Receivership under the Modus Vivendi Covering the Twenty-eight (28) Months April 1, 1905, to July 31, 1907." 61 p. Typed, with printed copy. (Record items 612-613.)
- "Report of transactions under the loan contract between the Dominican Republic and the National City Bank of New York to October 31, 1913." 82 p. Typed. (Record item 614.)
- "Special Report of the General Receiver of Dominican Customs to the Chief, Bureau of Insular Affairs ! . . . [in] Answer to cables of May 26 and June 3rd, 1925." A report dated June 9, 1925, on the subject of disbursements for Receivership account. 27 p. Typed. (Record item 615.)
- "Copies of Special Reports Rendered to the Bureau of Insular Affairs and to the Secretary of Hacienda y Comercio, June 9th, 1925, [and] June 15, 1925, in reply to charges of alleged improper disbursements from the



Five Per Cent Allowance." The June 9 report is the same as the item immediately preceding; the June 15 report is entitled "Informe Especial del Receptor General de Aduanas al Señor Secretario de Estado de Hacienda y Comercio sobre Gastos Oficiales Rechazadas." 42 p. Typed. (Record item 616.)

"Receivership Houses: Gascue: The Documents in Evidence." Exhibits to a report prepared November 11, 1926. 17 p. Typed. (Record item 617.)

#### REPORTS AND MEMORANDA OF SPECIAL RECEIVERSHIP INSPECTORS. 1931-39.

4 in.

Confidential reports of investigations of customs affairs made by Special Receivership Inspectors F. J. Rothenburgh, J. M. Santana, and Joseph M. Feeley, and confidential memoranda of Rothenburgh and Feeley. These papers relate chiefly to conditions in customhouses, smuggling and other violations of customs laws, grounding of vessels, and the conduct of customs officials and employees. The criteria for the selection of these reports for shipment to the United States are not apparent, as many are concerned with comparatively inconsequential matters. The reports are arranged by serial number and chronologically in subseries for the three inspectors; the Rothenburgh and Feeley memoranda follow their reports. (Record items 618-696.)

#### ORDERS AND CIRCULARS

The orders and circulars (5 in.) are in eight separately bound series and cover the period 1905-7. These are processed directives in Spanish with English translation. The content of each series is indicated below.

ADMINISTRATIVE CIRCULARS (CIRCULARES ADMINISTRATIVAS). 1905-7. 42 circulars.

Pertain to administrative matters such as Receivership supply store, hours of labor and leaves of absence, salaries, regulations governing employees, property returns, rules for the preparation of vouchers, coasting trade law, collection of and accounting for personal fees, presentation of ships' papers upon entry, rectification of errors in liquidations, searching of vessels, statements of foreign and coastwise vessels, pilot fees, commercial laws, and regulations for control of receipts and disbursements. Arranged chronologically. (Record item 697.)

OFFICE CIRCULARS (CIRCULARES DE LA OFICINA). 1905-6. 3 circulars. Rules for correspondence and records. Arranged chronologically. (Record item 698.)

CIRCULAR LETTERS (CARTAS CIRCULARES). 1905-7. 61 letters.

Directives calling attention to, or quoting, orders or rulings of agencies of the Dominican Government or acts of the U.S. Congress. Quotations or references are concerned with free entry of products, fees and concessions, disposition of manifests, postal regulations relating to dutiable packages,

abandoned or confiscated merchandise, classification of products, use of stamped paper, opening of ports to foreign commerce, claims for refund, provisions for foreign war vessels, reimportation of foreign articles, harbor dues, confiscation of articles, protested items, and other matters of concern to the Receivership. Arranged chronologically. (Record item 699.)

PERSONNEL CIRCULARS (CIRCULARES PERSONALES). 1905-7. 90 circulars. 18

Directives detailing Receivership officials to particular positions and specifying their duties. Arranged chronologically. (Record item 700.)

SPECIAL BULLETINS (BOLETINES ESPECIALES). 1906. 2 bulletins. 19

One deals with lost or stolen checks (April 20, 1906); the other, with temporary revenue cutters (June 12, 1906). Arranged chronologically. (Record item 701.)

REVENUE CUTTER SERVICE ORDERS (SERVICIO DE GUARDA COSTAS ORDENES). 1906-7. 11 orders. 20

Relate to chartering and disposition of sloops, keeping of records and rendition of reports, authorization and limitation of employment of officers and crews of revenue cutter service, revenue cutter service regulations, and the establishment of coast-inspection districts. Arranged chronologically. (Record item 702.)

GUARD GENERAL ORDERS (ORDENES GENERALES GUARDIA). 1905-6. 7 orders. 21

Orders issued to the Customs and Frontier Guard on such matters as leaves of absence, uniforms for enlisted men, and general administration and organization. (Record item 703.)

GUARD SPECIAL ORDERS (ORDENES ESPECIALES GUARDIA). 1905-6. 14 orders. 22

Orders appointing officials in the Customs and Frontier Guard. Arranged chronologically. (Record item 704.)





## APPENDIX I

### Description of Record Items in the Personal Correspondence of General Receiver George R. Colton (Entry 1)

The capitalized heads in this list are the titles of the folders in which the materials described are to be found.

- BEALL, M. E. 1906. Correspondence with Mr. Beall of the Bureau of Insular Affairs about his detail to Santo Domingo to assist the Controller and General Receiver, his translation of the "Commercial Laws in Force in Santo Domingo," and other matters.
- CARREL, M. DREW. 1906-7. Correspondence with and concerning Mr. Carrel, of the Bureau of Insular Affairs but temporarily on duty with the Receivership. The correspondence relates especially to purchase of boats for the Dominican customs service.
- CARTER, PAUL S. 1907. Correspondence with Mr. Carter, the Purchasing Agent in the United States for the Government of the Philippine Islands, relating to sailing of transports from New York to the Philippines.
- CLYDE STEAMSHIP COMPANY. 1906. Correspondence with representatives of this line concerning business prospects in the Dominican Republic.
- COLTON, GEORGE R.--APPOINTMENT. 1905-7. A letter of Secretary of War Taft (April 8, 1905), advising Colton of his nomination to the office of Controller and General Receiver; correspondence concerning his arrival in Santo Domingo; a "memorandum regarding Santo Domingo customs"; a "Memorandum for use in an interview with President Morales" (April 24, 1905); President Morales' commission naming Colton "Receptor General de las Rentas de las Aduanas de la República con derecho a inspeccionar las operaciones de las mismas" (April 28, 1905); American Surety Company's suretyship bond on behalf of George R. Colton in favor of the Government of Santo Domingo; and correspondence with Bureau of Insular Affairs regarding appointment of Colton as Insular Collector of the Philippines and the appointment of William E. Pulliam to succeed Colton in Santo Domingo.
- COLTON, GEORGE R.--TRIP TO U.S. 1905. Correspondence concerning Colton's trip to the United States (Nov. 21-Dec. 30, 1905); and copies of Deputy Receiver's communications advising Colton of political and other developments in his absence.
- COLTON, GEORGE R.--TRIP TO U.S. 1906. Copies of Deputy Receiver's communications to Colton during his trip to the United States in August and September 1906.



EDWARDS, J. H. 1905-7. Correspondence with the Bureau of Insular Affairs about Edwards' position as Deputy Receiver.

FECHTELER, A. F. 1906. Two letters received from Commander Fechteler, U.S.N., Commanding the U.S.S. Dubuque.

GENERAL STATEMENTS. 1905-7. Monthly statements of the Controller and General Receiver of moneys accountable for, April 1905-April 1907. Included are monthly reports of receipts and expenditures for the same period. 3 folders.

LAS MATAS AFFAIR. 1906-7. Correspondence with the Consul General of the United States in Santo Domingo, Receivership inspectors, the American Minister to Haiti, the Bureau of Insular Affairs, and others concerning the murder of American customs officials at Las Matas. Included is a detailed report of the Controller and General Receiver to the Chief of the Bureau of Insular Affairs "in re payment of indemnity on account of the murder . . ." 3 folders.

MEMORANDA--MISCELLANEOUS. 1905-6. A "Memorandum for the information and guidance of Messrs. Wm. Looser and J. P. Hollesen, in connection with their assignment to duty on the Haitian frontier"; a memorandum on purchase of boats for use of the customs service; a memorandum discussing the organization and early difficulties of the Receivership; a "Memo for Mr. Daley" concerning a mission to Haiti; a broadside entitled "Dios Patria y Libertad," which contains a message from Ricardo Limando to his "Conciudadanos"; and what is apparently a handwritten reproduction of the November 20, 1905, issue of El Ideal (Dajabón).

MILBOURN, JOHN. 1907. Correspondence concerning the payment of indemnity to Rosario Milbourn on account of the murder of her husband, Inspector of Customs John Milbourn, at Las Matas, on August 6, 1906.

MISCELLANEOUS PERSONAL LETTERS. 1905-7. About 50 letters, including many of a private nature.

MODUS VIVENDI. 1905. A copy of the Gaceta Oficial of the Dominican Republic, April 1, 1905 (Año XXII, Núm. 1587), in which appear the resolutions of President Morales regarding the modus vivendi between the Dominican Republic and the United States; an English translation of these resolutions prepared by the American Legation at Santo Domingo; and Spanish and English texts of a resolution of the Dominican Congress ratifying the Dominican President's resolutions of March 31, 1905.

MOORE, H. L. 1907. Correspondence with Mr. Moore, of the Office of the Collector of Customs, San Juan, Puerto Rico, concerning Colton's request that Moore consider accepting a position with the Receivership.



MORALES, C. F. 1905-6. Correspondence with Carolos F. Morales L., President of Dominican Republic, 1903-6, concerning protection of the revenue on the Haitian-Dominican frontier, political unrest, and other matters; and papers relating to accusations against Morales and his resignation.

MORRIS, D. F. 1905-6. Correspondence and other papers relating to wounds inflicted by outlaws on David F. Morris, Deputy Receiver for the land customhouse of Tierra Nueva, at El Yeso, October 19, 1905.

PHILLIPS, JAMES S. 1906-7. Correspondence with Commander Phillips, U.S.N., in charge of customs collections at Monte Cristi, relating to political conditions, operations of the U.S. Navy in Dominican waters, revolutionary disturbances, the administration of the customs service at Monte Cristi, frontier patrols, customs regulations, and other matters of concern to the Receivership.

POLITICAL CONDITIONS--CORRESPONDENCE WITH SECRETARY OF WAR. 1905-7. Numerous reports to the Secretary of War concerning the political picture as a whole and certain specific aspects such as political parties, outside influence on Dominican politics, support of and antagonism for the Dominican Presidency, revolutionary trends, and conditions in Monte Cristi district; and miscellaneous correspondence with the Secretary of War and the Chief of the Bureau of Insular Affairs bearing on political matters.

POLITICAL CONDITIONS--MISCELLANEOUS CORRESPONDENCE. 1905-7. Correspondence with customs inspectors, officials of the Dominican Government, and others concerning local and national disturbances, activities of political parties, conferences with district governors and other leading officials, business conditions, and other matters of political consequence.

POLITICAL CONDITIONS--MISCELLANEOUS INFORMATION. 1905-7. Printed proclamations of the Gobernador Civil y Militar del Distrito de Monte Cristi, with English translation; a "Copy of a letter written [on July 26, 1905] by a prominent politician and an interested party in the late disturbance at Barahona, giving the terms on which peace was secured by the representatives of the central Government"; a translation of a resolution of the Council of Secretaries of State, December 23, 1905, calling General Ramón Cacaes to take charge temporarily of the Presidency; a translation of a circular distributed in Santo Domingo on March 6, 1907, by ex-President Morales; translated extracts from the annual report of the Minister of Foreign Relations of the Dominican Republic, 1906; and miscellaneous papers containing political data.

REVENUE CUTTERS--INTERNAL REVENUE. 1906-7. Cable correspondence with M. Drew Carrel, in Washington, about purchase of boats for Dominican



customs service; correspondence with Minister of Finance and Commerce concerning responsibility for the distribution of the internal revenue; and a "Statement of Expense of Revenue Cutter Service June 1st, 1906 to February 28th, 1907."

REVENUE CUTTERS--TEMPORARY. 1906. Copies of confidential letters to Deputy Receivers at Monte Cristi and Barahona notifying them of the sending of the sloops Clarita and Mario Emilio for temporary use as revenue cutters.

ST. ELMO, WALTER M.--MONTE CRISTI. 1906. Correspondence with Mr. St. Elmo, Deputy Receiver at Dajabón and Monte Cristi, concerning relations with local authorities of the Monte Cristi district, work of the customs guard, revolutionary activities in the district, and general matters of customs administration. Detailed reports submitted by the Deputy Receiver are included.

ST. ELMO, WALTER M.--SAN JUAN. 1906-7. Personal and confidential correspondence with Mr. St. Elmo, Deputy Receiver at San Juan, concerning the work of the customs guard, political and other conditions on the Haitian-Dominican frontier, entrance of contraband, capture of smugglers, organization of the Frontier Customs Service, and general customs matters affecting the San Juan district. Detailed reports submitted by the Deputy Receiver are included.

SHELLINGS, H. B. 1906-7. Correspondence with Mr. Schellings, Inspector of Customs at Puerto Plata, concerning protection of American citizens and customhouses by American naval forces, inspection of accounts of the several ports of the Republic, insurrectionary activities, and general matters of customs administration.

SMITH, H. WARREN. 1906. Personal correspondence with and relating to Mr. Smith, including a letter to the Secretary of War recommending that Smith be employed in the War Department.

SOUTHERLAND, WILLIAM H. H. 1905-6. Correspondence with Commander Southerland, U.S.N., Commanding U.S. Fleet in Dominican Waters, relating to political conditions, activities of the revolutionists, Southerland's work in connection with the preservation of public order and the reconciliation of opposing political factions, relations between Dominicans and Americans, military engagements between Government forces and revolutionists, construction of railways, smuggling, revenue cutters, and other matters of concern to the Navy and the Receivership.

STRICKLAND, J. C. 1905. Correspondence with Mr. Strickland, Deputy Receiver at Puerto Plata, concerning charges of inefficiency brought by J. H. Edwards. Included in this file are copies of confidential memoranda to the Secretary of War dealing with the Strickland affair as well as with other matters, including the Haitian frontier, the political leaders Morales and Velasquez, and political conditions in general.



THURSTON, C. P. 1905-6. Correspondence with Mr. Thurston, Deputy Receiver at San Juan, concerning customs collections in the San Juan district, political unrest and revolutionary threats, contraband, and other matters relating to the Receivership.

TREATY--JUNE 1904 (MONTE CRISTI). Copies of "First Treaty," June 3, 1904, and "Second Treaty," June 10, 1904, "between General Jesus Maria Cespedes, representing the Provisional Government presided over by C. F. Morales, . . . and General Demetrio Rodriquez, chief of the present revolution, . . . to put an end to the present civil war which has been decimating the Dominicans and ruining the country."

TREATY--UNITED STATES AND SANTO DOMINGO. 1905-7. Correspondence with the Minister of Finance and Commerce, the Secretary of War, the Chief of the Bureau of Insular Affairs, and others concerning the treaty of February 8, 1907, between the United States and the Dominican Republic; and miscellaneous other materials, including a copy of the February 22, 1907, issue of the Gaceta Oficial of the Dominican Republic (Año XXIV, Núm. 1767), in which the convention of February 8, 1907, was printed. Included in this file is a copy of a letter written on March 12, 1907, to the Secretary of War, in which the Receiver comments in detail on the status of the treaty, which at that time had not been ratified.

VELASQUEZ, FEDERICO. 1906-7. Correspondence with the Minister of Finance and Commerce concerning administrative matters arising between the Receivership and Velasquez, under whose immediate direction the modus vivendi was carried out.

WORLEY, H. F. 1905. Correspondence with Mr. Worley, Deputy Receiver on the Haitian frontier, concerning customs collections along the Haitian-Dominican border, investigations of political agitators, relations with local authorities, and other matters.



## APPENDIX II

### Description of Record Items in the Subject Correspondence Files of General Receiver C. H. Baxter (Entry 3)

The capitalized heads in this list are file subjects devised from a comparison of documents bearing the same file numbers.

2. GENERAL CONDITIONS. 1916-20. Correspondence with the Bureau of Insular Affairs concerning attitude of Dominican Government toward the Receivership, financial and political conditions in the Dominican Republic, assumption of control over Dominican internal revenues by the Military Government, and other similar matters; also correspondence and reports concerning the occupation of Santo Domingo by American forces, difficulties arising out of the American declaration of war against Germany (1917), Receivership expenses and costs of operation, and the administration of customs collections at certain ports during the war.
3. DUTIES OF GENERAL RECEIVER. 1914. Correspondence between General Receiver Baxter and the Bureau of Insular Affairs concerning the Receiver's duties, particularly in his relations with the American Minister.
4. TARIFF REVISION. 1919. Correspondence with the Bureau of Insular Affairs and the Military Governor of Santo Domingo.
5. NEW CUSTOMHOUSES AT SANTO DOMINGO AND PUERTO PLATA. 1915-16. Correspondence with the Bureau of Insular Affairs and the Director General of Public Works of the Dominican Republic.
6. RECEIVERSHIP PERSONNEL AND ORGANIZATION. 1914-20. Reports of section or division chiefs, and correspondence with the Bureau of Insular Affairs.
7. RECEIVERSHIP ANNEX. 1911-22. Specifications for construction; data relating to purchase of land; correspondence with the Bureau of Insular Affairs; and other correspondence and data, including correspondence relating to occupancy of the Receivership Annex by the Central Office.
8. FRONTIER CUSTOMS SERVICE. 1916. Correspondence concerning capture of Misrael Cadio, Haitian revolutionary leader; and a copy of Reglamento del "Frontier Customs Service."
9. REVENUE CUTTER SERVICE. 1915. Correspondence with the Bureau of Insular Affairs concerning the Patria; and a report of sailings of boats during November 1915.



10. OFFICE ROUTINE. [1916?] A memorandum entitled "Directions for expedition of routine work, Secretary's desk"; forms for different types of communications; a list showing disposition of circulars and orders; and a "Summary of the Work of the Receivership of Dominican Customs."
11. FINANCIAL CONTROL OVER DOMINICAN GOVERNMENT. 1916-19. Correspondence concerning the appointment of Stanley Warzala (1916) "in connection with the new financial control of the Dominican Government"; copies of notifications to Dominican Government officials and others of the assumption of control of Dominican finances by the Receivership, and related correspondence; also correspondence with the Bureau of Insular Affairs concerning conflict between powers exercised by the U.S. Military Government of Santo Domingo and those exercised by the Receivership.
12. PROPERTY ACCOUNTABILITY. 1913-14. Correspondence and property returns relating to expendable and nonexpendable Receivership property.
13. RELATIONS WITH DOMINICAN GOVERNMENT. 1915. Memoranda on conferences with Dominican Cabinet; a "memorandum of points to be touched upon by Mr. Johnston in discussing issues pending between Dominican Government and Receivership" (April 20, 1915); and correspondence with the Bureau of Insular Affairs.
14. GENERAL CONDITIONS. 1913-17. Reports of deputy receivers concerning a roadbuilding project of the Dominican Government; correspondence with the Bureau of Insular Affairs respecting the political, financial, industrial, and agricultural state of the country; and correspondence concerning Receivership inspectors who accepted positions under the Dominican Government.
15. POLITICAL CONDITIONS. 1913-20. Correspondence with the Bureau of Insular Affairs, the Department of State, and the Secretary of Finance and Commerce concerning policies and acts of the Dominican Government, revolutionary developments, and American-Dominican relations.
16. PUBLIC WORKS DEPARTMENT. 1913-16. Correspondence with the Bureau of Insular Affairs and the American Minister in Santo Domingo concerning public works funds and projects and the administration of the Department of Public Works.
18. DOMINICAN GOVERNMENT INTERFERENCE IN RECEIVERSHIP AFFAIRS. 1915-16. Correspondence with the Bureau of Insular Affairs, the Department of State, and others concerning the Dominican Commission to the United States (1915), the appointment of customs service officials by the Dominican Government, and American-Dominican relations in respect to the administration of customs collections.



19. NATIONAL POLICE ORGANIZATION. 1917. Correspondence with the Bureau of Insular Affairs, the American Minister in Santo Domingo, and Captain H. S. Knapp, U.S.N., relating to plans for organization of police forces in the Dominican Republic, including detailed discussions of the necessity for establishing a national constabulary.
20. CODES. 1914-17. Code-deciphering devices; instructions for the preparation and deciphering of messages in code; a "Supplementary Code" dated June 1, 1914; a "Memorandum for Cipher Clerks" prepared in the Bureau of Insular Affairs, June 30, 1914; and a "General Name List [Code]" affecting Manila, San Juan, and Santo Domingo, prepared in June 1914 by the Bureau of Insular Affairs.
21. PORT REGULATIONS. A compilation entitled "Ley para el Régimen de las Comandancias de Puertos de la República."
22. RECEIVERSHIP RECORDS.. 1914. A list of record cards, alphabetically arranged, for "Files Jan. 1, 1914, to Feb. 1, 1916"; a list of record cards, arranged numerically (page missing); an index to "Record 'A' File"; an envelope containing five "Index cards to confidential file"; and a "memo for Record Clerk."
23. BANCALARI WHARF CONCESSION CLAIM. 1916. Correspondence with the Bureau of Insular Affairs.
24. SNARE AND TRIEST COMPANY. 1910. A copy of the contract between the Dominican Government and Snare and Triest Company, New York City, for the construction of a dike at the mouth of the Río Ozama.
25. PHELAN COMMISSION. 1913-15. Correspondence with the Bureau of Insular Affairs, the Department of State, Senator James D. Phelan, and others relating to investigation by the Phelan Commission of charges preferred against the American Minister; and other correspondence pertaining to financial matters, particularly with respect to the Banco Nacional de Santo Domingo.
26. FINANCIAL ADVISER TO DOMINICAN GOVERNMENT. 1914-16.. Correspondence with the Bureau of Insular Affairs regarding the appointment of Charles M. Johnston as financial expert for the Dominican Government and Johnston's relations with the Receivership.
28. FIVE PERCENT ALLOWANCE. 1916. Letters to the Bureau of Insular Affairs concerning use of the unexpended balance in the 5 percent allowance belonging to the Receivership.
29. AMERICAN TRADING COMPANY. 1916. Correspondence with the Bureau of Insular Affairs concerning this firm's efforts to collect on promissory notes of the Dominican Government.



30. POLITICAL ACTIVITIES OF CUSTOMS EMPLOYEES. 1915-16. Correspondence with the Bureau of Insular Affairs and miscellaneous reports received from special customs inspectors and others concerning general and individual cases of political activity against the Dominican Government.
31. SUSPENSION OF PAYMENTS TO DOMINICAN GOVERNMENT EMPLOYEES. 1916-17. Correspondence with the Bureau of Insular Affairs and the Military Government of Santo Domingo concerning suspension of payments as a coercive measure against the Dominican Government.
32. PATRIA. 1915-16. Correspondence with the Bureau of Insular Affairs concerning sale of customs service boat.
33. PUERTO PLATA RAILWAY. 1916-17. Correspondence with the Bureau of Insular Affairs relating to reconstruction and repair of this railroad and to other matters concerned with Puerto Plata.
34. SUPERIOR CUSTOMS COURT. 1918. A letter (copy) to Department of Finance and Commerce, July 27, 1918, urging that a representative of the Military Government be appointed to the court.
35. FRAUDULENT PRACTICES AT SAN PEDRO DE MACORIS. 1917. Confidential reports, memoranda, and correspondence concerning fraudulent practices endangering the revenue, through collusion between importers and customs employees at San Pedro de Macoris. An unrelated cablegram referring to the transfer of the "Consul at Mayaguez," dated January 26, 1912, is in this file.
37. HOFFMAN-NAJAS AFFAIR. 1916. Correspondence, reports of investigation, and memoranda relating to the attempt of Special Inspector O. D. Hoffman, in collusion with the Arab Najas, to defraud the Dominican Government of the customs duties on certain goods at the port of Sanchez on February 7, 1916.
40. MEDICAL MATTERS. 1914-15. A report of A. J. Conroy upon retiring from "the Hospital work of the Receivership"; and correspondence with the Bureau of Insular Affairs concerning the disposition of surgical instruments purchased for the Receivership.
41. JULIO SENIOR. 1915, 1922. Correspondence with the Bureau of Insular Affairs and the Secretary of Finance and Commerce concerning Senior's reinstatement in the customs service (1915); and papers relating to charges against Senior (1922).
42. JOHN T. VANCE. 1915. Correspondence concerning Vance's employment in Haiti and the Dominican Republic.



43. MARION E. BEALL. 1915-16. Papers concerning Beall, a Receivership employee, including a report on a "libellous article" attacking him in the Listin.
44. ANDREW JOYNER. 1915. Correspondence concerning Joyner's dismissal from the Office of the Chief Statistician in the Central Office of the Receivership.
45. DIVISION OF LAND IN ISABELA. 1917. Correspondence with C. H. Loinaz and with the Military Government of Santo Domingo concerning "land grabbing" in Isabela.
46. LORIN L. MINER. 1915-16. Papers relating to Miner's discharge from service in the Central Office of the Receivership.
47. THOMAS F. NORRIS. 1917. A letter (copy) from C. H. Baxter, dated January 5, 1917, concerning report of Norris' resignation to accept position with the Military Constabulary.
49. SHEETS-FAGERLUND-GOUGH CASE. 1918. Correspondence with the Military Governor of Santo Domingo and the Department of Finance and Commerce concerning complaint made by Receivership employees Sheets and Fagerlund against a Captain Gough of the Guardia Nacional.
50. EMILIO COEN, LIQUIDATOR. 1918-20. Confidential instructions of June 25, 1918 (copy), concerning investigation of excessive personal expenditures of Coen, a Receivership employee; and reports of investigations by special inspectors in 1918 and 1920.
51. SUBMARINES SEEN ON SOUTH COAST. 1917. Correspondence and report of investigation.
53. J. F. NIELSEN. 1917. Correspondence with the Military Governor of Santo Domingo concerning the loyalty of Captain Nielsen of the Patria to the cause of the Allies.
54. PARCEL POST. 1917. Correspondence with the Military Government of Santo Domingo concerning the handling of parcel post received at the customhouse.
55. WILLIAM H. PORTER. 1915. A claim against C. H. Baxter and Baxter's reply.
56. WILLIAM H. PORTER. 1915. A letter (copy), dated February 8, 1915, concerning the responsibility of Porter for the breakdown of the iceplant in the Receivership Annex.

57. ALBERTO E. FIALLO. 1912. A report of a special inspector, dated January 16, 1912, concerning importation of a microscope by Deputy Receiver Fiallo for his personal use.
70. ABUSE OF FREE ENTRY PRIVILEGE BY THE FERROCARRIL DE SAMANA Y SANTIAGO. 1918. Correspondence, confidential reports, and memoranda.
71. GENERAL CONDITIONS. 1912-16. Correspondence, mainly of a personal nature, between General Receiver Baxter and the Bureau of Insular Affairs; and an apparently unrelated telegram in code (1912).
72. PURCHASE OF AUTOMOBILE FOR RECEIVERSHIP. 1917. A letter (copy), dated January 5, 1917, from C. H. Baxter to the Bureau of Insular Affairs.
73. ILLEGAL IMPORTATION OF MERCHANDISE. 1915-16. Letters (copies) to the Secretary of Finance and Commerce and to Hon. D. E. Richardson, San Juan, Puerto Rico.
76. W. A. BICHERS. 1919. A letter (copy), dated September 15, 1919, to W. A. Bichers, American Consul at Puerto Plata, concerning importation of shoes.



### APPENDIX III

Subjects of Classified Correspondence Files, 1914-16  
Office of the General Receiver of Dominican Customs  
 (For explanation, see remarks preceding entries 9 and 10.)

<u>File No.</u>	<u>Subject</u>
1	Cutter No. 1
2	Cutter No. 2
3	Cutter No. 3
4	Cutter No. 4
5	Revenue Cutter Service (general)
6	S. Michelena, Banker
7	National City Bank of New York (fiscal agent)
8	Banco Nacional de Santo Domingo (designated depositary)
9	Monte Cristi, port of
10	Puerto Plata, port of
11	Sanchez, port of
12	Samana, port of
13	Macoris, port of
14	Santo Domingo, port of
15	Azua, port of
16	Barahona, port of
17	La Romana, port of
18	Vick, Walker W. (personal)
19	Beall, M. E. (personal)
20	Summary of commerce
21	Official correspondence regulations
22	Cables, wireless, and telegrams
23	Vorfeld, R. F.
24	Codes: telegraphic cipher
25	Tariff and law of customs and ports (revision of)
26	Carter, Paul S. (personal)
27	United States Trust Company (Account General Receiver of Dominican Customs)
28	Salaries (customs employees at ports)
29	Monte Cristi, supplies for
30	Puerto Plata, supplies for
31	Sanchez, supplies for
32	Samana, supplies for
33	Macoris, supplies for
34	Santo Domingo, supplies for
35	Azua, supplies for
36	Barahona, supplies for
37	La Romana, supplies for
38	Dominican Government, monthly reports to
39	Miscellaneous

40 Office of General Receiver (general)  
 41 Office of General Receiver (personal)  
 42 Classification of imports  
 43 Revenue Cutter Service inspectors  
 44 Tariff (proposed revision of)  
 45 Contraband of frontier ports (seizure and disposition of)  
 46 Dye, Harvey S.  
 47 Annual reports of Receivership  
 48 Llaverias, Joaquin  
 49 Customs buildings (new construction and repairs)  
 50 Interviews with Secretary of Finance and Commerce  
 51 Deputy Receivers, all ports (personal communications)  
 52 Confidential communications  
 53 Receivership Annex  
 54 Senior, Julio  
 55 Cables--Secretary of War  
 56 Newhauser, H. H.  
 57 Applications for appointment  
 58 Newspaper clippings  
 59 Leave of absence  
 60 Refunds of duties (correspondence with Secretary of Finance)  
 61 Supplies purchased in United States  
 62 Supplies purchased in Santo Domingo for office and ports  
 63 Revenue Cutter Service, engineers  
 64 Revenue Cutter Service, captains  
 65 Receivership Doctor and Hospital  
 66 Clyde Steamship Co.  
 67 Receivership Annex (new building)  
 68 Dominican loan of \$1,500,000  
 69 Stott, J. E.  
 70 Decisions under tariff  
 71 Unexpended balance of 5% Emergency Fund  
 72 Office building  
 73 Norris, Thos. F.  
 74 Simmons, W. O.  
 75 Public works  
 76 Santana, J. M.  
 77 Guaranty Trust Co. (Fiscal Agent)  
 78 Vance, John T., Jr.  
 79 Smuggling  
 80 Sinking fund  
 81 Gasoline  
 82 Ports (general letters and telegrams to)  
 83 Bonds, Receivership employees  
 84 Supplies for frontier ports  
 85 Political conditions  
 86 Dominican Customs personnel  
 87 Miller, G. D.  
 88 Bureau of Insular Affairs (letters to)



89	Bureau of Insular Affairs (letters from)
90	Payment of funds to Dominican Government
91	McLean, James J. (personal)
93	Receivership accounts and regulations
94	Cresser, J. F.
95	Frontier ports
96	Lo Medica, J. N.
97	Miner, Lorin L.
98	Houses for Special Inspectors
99	Chadwell, Blanche
100	Joyner, Andrew
101	Lewis, George W.
102	Orme, N. L.
103	Schellings, C. J.
104	Bank of Canada
105	Hoffman, O. D.
106	Hollesen, John P.
107	Butler, S. L.
108	Gilbert, B. C.
109	Ruan, A. T.
110	Cutter <u>Patria</u>
111	Controller--C. M. Johnston
112	Yoakum, W. H.
113	Depository, change of
114	Lynch, P. R.
115	Annual inspection of Receivership
117	Insurance
118	Transfer of Receivership (W. W. Vick to J. T. Vance, Aug. 5, 1914)
119	Commissioners from United States (Aug. 19, 1914)
120	Elections, October 1914
121	Baxter, C. H.
122	Budget
123	American Minister Sullivan (investigation)
125	Sheets, T. A.
126	Indebtedness of Dominican Government
127	Sanitation (sanitary expert)

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Branch, National Archives, General Services Administration, Washington 25, D. C.





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ILLINOIS HISTORICAL SURVEY

PRELIMINARY



INVENTORIES

Number 149

RECORDS OF THE BUREAU OF AGRICULTURAL  
AND INDUSTRIAL CHEMISTRY

Compiled by Helen T. Finneran

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962





PRELIMINARY INVENTORY OF THE RECORDS OF  
THE BUREAU OF AGRICULTURAL AND  
INDUSTRIAL CHEMISTRY

(Record Group 97)

Compiled by Helen T. Finneran



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1962



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## FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of the Civil War have been described in Guide to Federal Archives Relating to the Civil War, those of World War I in Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 12,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

The Bureau of Agricultural and Industrial Chemistry, which inherited the most recent records described in this inventory, was the successor to several units of the Department of Agriculture that had continuing responsibility for conducting investigations in agricultural chemistry and for several years had responsibility for regulatory work. The first of these units was the Division of Chemistry, which was established in 1862 under authority of the act that created the Department of Agriculture. The early work of the Division consisted mainly of (1) the analysis of soils, guanos, minerals, and wines for farmers and others; and (2) the examination of postage stamps and canceling inks for the Post Office Department. From about 1880 to 1900 the Division conducted several sugar-producing experiments with sorghum, maize, cornstalks, and beets in an effort to further the establishment of a domestic sugar industry. After the appointment of Harvey W. Wiley as its head in 1883, its investigations were broadened to include the analysis of food, drugs, and insecticides. The Division of Chemistry was given responsibility for soil analysis work after the Division of Agricultural Soils (later known as the Bureau of Soils) was created in the Weather Bureau in 1894.

Under provisions of an appropriation act of March 2, 1901 (31 Stat. 930), the Division of Chemistry became the Bureau of Chemistry. During the next 25 years the functions of the Bureau grew in both research and regulatory areas. It conducted research to improve the processes used in the preparation of food and drugs for the market and to develop methods for the utilization of byproducts of agricultural commodities. It studied the chemistry of plant growth to ascertain the effect of recognized plant food constituents, inorganic elements applied at different stages of growth, and light on the composition and physical characteristics of plants. The Bureau conducted investigations of tanning processes and the manufacture of dyes. It carried on experiments in the waterproofing, mildewproofing, and fireproofing of fabrics. It performed research to discover the causes of and the means of prevention of grain-dust explosions and fires in threshing machines, grain elevators, and mills. It also provided technical assistance to other Government bureaus in operations requiring chemical analysis.

Regulatory duties became an important part of the work of the Bureau of Chemistry after the passage of the Food and Drugs Act in 1906 (34 Stat. 768). This act, the enforcement of which was assigned to the Bureau, prohibited the importation, the shipment in interstate or foreign commerce, and the manufacture and sale in any Territory or the District of Columbia of adulterated or misbranded food and drugs. To enforce the act, the Bureau maintained inspection stations in several cities where samples of food and drugs were examined. The Bureau's regulatory activity was broadened when the Secretary of Agriculture assigned to it the analytical work concerning the enforcement of the Insecticide and Fungicide Act of 1910 (36 Stat. 331), which prohibited the shipment in interstate commerce of any



adulterated or misbranded insecticide or fungicide intended for sale. Additional analytical work was assigned to the Bureau by the Secretary of Agriculture, who, under the Tea Act of 1920 (41 Stat. 712), was given authority to prevent the importation of impure and unwholesome tea. Further regulatory duties were given to the Bureau by the Secretary, who was authorized by the Naval Stores Act of 1923 (24 Stat. 1435) to establish standard grades of naval stores and to regulate their sale in interstate and foreign commerce.

Under authority of an appropriation act of January 18, 1927 (44 Stat. 976), the regulatory work of the Bureau of Chemistry was transferred on July 1, 1927, to a newly created agency--the Food, Drug, and Insecticide Administration (renamed the Food and Drug Administration in 1930). Also by authority of this act the research work of the Bureau of Chemistry was combined with that of the Bureau of Soils and transferred to the newly created Bureau of Chemistry and Soils. Units of the Bureau of Plant Industry handling soil bacteriology (later called soil microbiology) and soil fertility investigations were also transferred to the new Bureau. Effective September 1, 1934, administrative supervision of these soil investigations was placed under the direction of the Chief of the Bureau of Plant Industry, and administrative supervision of insecticide and fungicide research in the Bureau of Chemistry and Soils was placed under the direction of the Chief of the Bureau of Entomology and Plant Quarantine. The actual transfer of the work and personnel in these two phases of research to the Bureau of Plant Industry and the Bureau of Entomology and Plant Quarantine, respectively, was authorized by the Agricultural Appropriation Act for the fiscal year 1936.

On April 1, 1935, soil erosion investigations conducted by the Bureau of Chemistry and Soils and the Bureau of Agricultural Engineering were transferred to the newly created Soil Erosion Service (later named the Soil Conservation Service) in accordance with Memorandum No. 665 of the Secretary of Agriculture, dated March 27, 1935. By Secretary's Memorandum No. 669, dated April 3, 1935, there were transferred to the Bureau of Chemistry and Soils the fruit and vegetable utilization investigations that had been conducted by the Bureau of Plant Industry.

In Memorandum No. 789 of October 6, 1938, the Secretary announced several changes in the internal organization of the Department of Agriculture. Included was the merger of the chemical research of the Bureau of Chemistry and Soils with the major engineering research of the Bureau of Agricultural Engineering to form a new organization, the Bureau of Agricultural Chemistry and Engineering. The merger was given legislative approval in the 1940 Agricultural Appropriation Act (54 Stat. 550). Basic soil research and certain construction and hydrologic phases of irrigation and drainage research that formerly had been carried on by the Bureau of Chemistry and Soils were transferred to the Bureau of Plant Industry and the Soil Conservation Service, respectively. At the same time the new Bureau of Agricultural Chemistry and Engineering was made responsible, under the



supervision of the Department's Director of Research, for the operation of the four regional research laboratories that were established under the Agricultural Adjustment Act of 1938 (52 Stat. 37) to develop new and wider uses for farm products. The laboratories were built at Peoria, Ill., New Orleans, La., Wyndmoor, Pa., and Albany, Calif. Under Secretary's Memorandum No. 843 of December 1, 1939, the fertilizer research work of the new Bureau was transferred to the Bureau of Plant Industry.

The Agricultural Research Administration was created by Executive Order 9069 of February 23, 1942. The Bureau of Agricultural Chemistry and Engineering came under the general control of the new organization, which was responsible for coordinating and unifying the Department's scientific work. In a reorganization of the Administration in February 1943 (authorized by Agricultural Research Administration Memorandum No. 5), agricultural engineering research and the investigations on chemical weed eradication and plant damage were transferred to the newly designated Bureau of Plant Industry, Soils, and Agricultural Engineering; the protein and nutrition research of the Bureau was placed in the newly named Bureau of Human Nutrition and Home Economics; and the name of the Bureau of Agricultural Chemistry and Engineering was changed to the Bureau of Agricultural and Industrial Chemistry. The Bureau of Agricultural and Industrial Chemistry became a research organization concerned solely with chemical and technological problems relating to the utilization of agricultural commodities.

Under provisions of Secretary's Memorandum 1320, Supplement 4, dated November 2, 1953, the Bureau of Agricultural and Industrial Chemistry was abolished and its functions were transferred to the Utilization Research Division (later renamed the Utilization Research and Development Division) in the newly established Agricultural Research Service. The headquarters office of the Bureau was designated as the Washington Utilization Branch and its four regional laboratories were known as the Northern, Southern, Eastern, and Western Utilization Research Branches.

The records described in this inventory constitute Record Group 97, Records of the Bureau of Agricultural and Industrial Chemistry. They amount to 1,358 cubic feet and consist mainly of (1) records of the Division and the Bureau of Chemistry, 1862-1927, except the general correspondence, 1919-26, which was inherited by the Food and Drug Administration; (2) records of those units of the Bureau of Chemistry and successor agencies engaged in basic chemical and technological investigations, 1914-42; (3) the general correspondence of the Bureau of Chemistry and Soils, 1935-39; and (4) office files of two officials of the Bureau of Agricultural Chemistry and Engineering, 1920-42.

The general correspondence of the Bureau of Chemistry and Soils pertaining to chemical research, 1927-35, is interfiled with correspondence concerning soil research in Record Group 54, Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering. Separate series of records



of the Bureau of Chemistry pertaining to food and drug studies, legislation, and enforcement are in Record Group 88, Records of the Food and Drug Administration. Records of the Office of the Secretary of Agriculture (Record Group 16) include those concerning chemical investigations of the Agricultural Division of the Patent Office and the general supervision of chemical work in the Department of Agriculture. Some records created by the Bureau of Chemistry and Soils concerning soil erosion investigations before 1936 are in Record Group 114, Records of the Soil Conservation Service.

Most of the central and divisional files of the Agriculture Department's bureaus concerned with chemical and utilization research since 1939 have been retained by the Agricultural Research Service or have been transferred to the Federal Records Center, Alexandria, Va. Personnel folders for separated employees of these bureaus and their predecessors are in the Federal Records Center, St. Louis, Mo.

Chiefs of the Division and the Bureau of Chemistry

Charles M. Wetherill	1862-63
Henri Erni	1864-65
Thomas Antisell	1866-71
Ryland T. Brown	1872-73
William McMurtrie	1873-78
Peter Collier	1878-83
Harvey W. Wiley	1883-1912
R. E. Dolittle (Acting)	1912
Carl L. Alsberg	1912-21
Walter G. Campbell	1921-23
Charles A. Browne	1923-27

Chief of the Chemical and Technological Research Branch  
of the Bureau of Chemistry and Soils

Charles A. Browne	1927-35
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Supervisor of Research of the Chemical and Technological  
Research Branch of the Bureau of Chemistry and Soils

Charles A. Browne	1935-39
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Chiefs of the Bureau of Agricultural  
Chemistry and Engineering

Henry G. Knight	1939-42
C. P. Speh, (Acting)	1942-43

Chiefs of the Bureau of Agricultural  
and Industrial Chemistry

W. W. Skinner	1943-44
Orville E. May	1944-45
Louis B. Howard	1946-48
Guido E. Hilbert	1948-53





RECORDS OF THE BUREAU OF AGRICULTURAL  
AND INDUSTRIAL CHEMISTRY

RECORDS OF THE DIVISION AND THE BUREAU OF CHEMISTRY

Correspondence

Extant correspondence of the Division of Chemistry for the 1860's and 1870's is fragmentary. The circumstances leading to the disposal of the greater part of the correspondence for these years are unknown. The subject matter of the correspondence, however, was revealed in many of the Chief Chemist's reports included in the published annual and monthly reports of the Department of Agriculture before 1880. Extracts from the Division's correspondence were occasionally given in these reports. The correspondence dealt chiefly with the chemical analysis of agricultural, mineral, and other commodities. The names of persons sending commodities for analysis and the reports of the analyses, 1862-78, are often to be found in the records described in entries 1 and 2. Letters received (beginning in 1886) and letters sent (beginning in 1878) were inherited by the Bureau of Chemistry and were maintained as continuing files (see entries 3 and 5).

LETTERS AND REPORTS ("DIVISION OF CHEMISTRY JOURNAL"). 1862-67.

1 vol. 1 in.

1

Fair copies of letters received, 1862-63, requesting the chemical analysis of products such as sorghum, molasses, cane sugar, and wine and of samples of minerals and soils; and fair copies of reports, 1864-67, concerning the chemical analysis of samples and sent to the Commissioner of Agriculture. Arranged chronologically. Indexed by name of writer.

LETTERS AND REPORTS ("LABORATORY JOURNAL"). 1868-78. 1 vol. 1 in.

2

Mainly copies of letters and reports sent to the Commissioner of Agriculture. Included are statements showing the chemical analysis of soil, mineral, and other samples sent to the Department of Agriculture for examination. Arranged chronologically.

LETTERS RECEIVED. ca. 1886-1906. 30 ft.

3

Deal primarily with requests for chemical analysis of agricultural and other commodities and with the mounting interest in measures to ensure the use of pure food and drugs. Related letters are described in entry 5. Arranged alphabetically by name of correspondent.

LETTERS AND REPORTS ("SPECIAL FILE"). ca. 1886-1909. 15 ft.

4

Mainly incoming letters and reports pertaining to special projects, official trips, and professional activities of the Chief, Harvey W. Wiley, and other officials. Included are letters concerning Bureau regulatory activities and some published material on chemical research. Related letters are described in entry 5. Arranged by subject under a numerical scheme. For a select list of subjects and file numbers, see appendix I.



- LETTERS SENT. 1878-1907. 216 vols. 22 ft. 5  
Press copies of letters sent relating to activities of the Division and its successor, the Bureau of Chemistry. Many of the letters concern the general subjects of the letters described in entry 3. Included are discussions of research work with State Agricultural Experiment Stations; with food, chemical, and pharmaceutical concerns; and with private persons in the United States and abroad. Arranged chronologically. There is a name index to each volume.
- NAME INDEX TO GENERAL CORRESPONDENCE. 1907-18. 256 ft. 6  
An index on 3" x 5" cards to the correspondence described in entry 8. Each card shows name and address of correspondent, date of letter, and file number. Arranged alphabetically by name of correspondent.
- SUBJECT INDEX TO GENERAL CORRESPONDENCE. 1911-18. 32 ft. 7  
An index on 3" x 5" cards to the correspondence described in entry 8. Each card shows date and general subject of letter, name of correspondent, and file number. Arranged alphabetically by subject.
- GENERAL CORRESPONDENCE. 1907-18. 820 ft. 8  
Mainly correspondence with chemists, Federal food and drug inspectors, and State food and drug enforcement agencies. Included are letters concerning the analysis of foods, drugs, insecticides, and fertilizers; letters concerning the development of research methods to determine the composition, manufacture, adulteration, and misbranding of foods, drugs, beverages, and disinfectants; and letters concerning the Bureau's regulatory activities. Arranged by year under a numerical scheme. For a select list of subjects and correspondents, with file numbers, see appendix II.

#### Records Relating to Exhibits

- LETTERS SENT RELATING TO WORLD'S COLUMBIAN EXPOSITION. 1893. 1 vol. 1 in. 9  
Press copies of letters sent by Harvey W. Wiley, who served as a juror on the Board of Awards for the agricultural exhibit. Arranged chronologically. The volume is indexed by name of correspondent.
- LETTERS SENT RELATING TO VITICULTURAL PRODUCTS EXHIBIT AT THE PARIS EXPOSITION OF 1900. 2 vols. 1 in. 10  
Press copies of letters sent by Harvey W. Wiley, who was in charge of the American wine exhibit. They relate mainly to arrangements for collecting the products and for exhibit space. Arranged chronologically.
- LETTERS SENT RELATING TO THE WORLD'S FAIR. 1904. 1 vol. 1 in. 11  
Press copies of letters from W. D. Bigelow and Burton C. Howard, who were in charge of the Bureau's exhibit at the World's Fair in St. Louis, Mo. The letters relate to the collection of samples for the exhibit and to exhibit space. Arranged chronologically.



## Records Relating to Experiments

BULLETINS OF THE DIVISION AND THE BUREAU OF CHEMISTRY. 1883-1913.

28 vols. 4 ft.

12

Printed reports, published by the Department of Agriculture, describing the experiments conducted by the Division or the Bureau. Arranged for the most part by year and thereunder by number of bulletin. There are some reports arranged by subject--"Sugar Reports" (5 vols.), "Food Adulteration" (2 vols.), and "Influence of Food Preservatives and Artificial Color on Digestion and Health" (3 vols.).

FIELD NOTEBOOKS RELATING TO EXPERIMENTS WITH SUGAR BEETS. 1883-93;

1898-1902. 30 vols. 1 ft.

13

Contain descriptions of analyses of samples of beet seed plantings. Arranged by number of analysis.

LETTERS SENT RELATING TO SORGHUM EXPERIMENTS. 1887. 1 vol. 1 in.

14

Press copies of letters sent by the Division Chief to manufacturers, chemists, and the Secretary of Agriculture concerning the experiments in the production of sugar from sorghum that were conducted at Lawrence, La. Arranged chronologically.

FIELD NOTEBOOKS RELATING TO SORGHUM EXPERIMENTS. 1890-92. 42 vols.

2 ft.

15

These notebooks, kept at experiment stations in Sterling and Medicine Lodge, Kans., contain the analytical results of the properties of the sorghum plots under cultivation. Entries are arranged by plot number.

LABORATORY NOTEBOOKS RELATING TO EXPERIMENTS IN FOOD ADULTERATION.

1890-1905. 11 in.

16

Contain notes made by chemists relating to the analysis of adulterants used in products such as flour, bread, honey, vinegar, whisky, wine, milk, cranberries, breakfast foods, and canned corn and beans.

LETTERS SENT RELATING TO SORGHUM EXPERIMENTS. 1891. 1 vol. 1 in.

17

Press copies of letters sent relating to the work of G. C. Spencer, a chemist of the Division of Chemistry, who was in charge of the experiment station at Medicine Lodge, Kans., where experiments in the production of sugar from sorghum were conducted. Arranged chronologically.

RECORDS RELATING TO BEET SEED DISTRIBUTION. 1891-93. 1 vol. 1 in.

18

A list of names and addresses of those who received beet seed and who sent the beets raised from the seed for analysis by the Division. Arranged by number assigned to each specimen.

INDEX TO REPORTS OF ANALYTICAL WORK. 1892-99. 6 vols. 7 in.

19

An index to reports on samples of foods, minerals, and soils that were sent to the Division for chemical analysis. Given is a description of each sample, together with the date received and name of the chemist to



whom it was referred for analysis. Volume entries are arranged by number assigned to each sample.

REPORTS OF ANALYTICAL WORK. 1892-1900. 10 vols. 1 ft. 20

Reports describing samples of soils, minerals, and foods that were examined by the chemists of the Division. Included are descriptions of the samples, senders' names, dates received, names of chemists making analyses, dates of reports received by the Chief Chemist, and general statements relating to results of the analyses. Arranged by number assigned to each sample.

NEWSPAPER CLIPPINGS. 1897. 1 vol. 1 in. 21

Relate to the growth of the beet sugar industry and to Harvey W. Wiley's efforts in its behalf. Arranged chronologically.

#### Records Relating to Enforcement Work

REPORTS OF TESTS ON IMPORTED SUGAR. 1901, 1904. 2 vols. 2 in. 22

Press copies of reports on the analysis of imported sugar by polariscopic readings used by the Treasury Department in determining duties on the sugar. Arranged chronologically.

LETTERS SENT RELATING TO SAMPLES OF IMPORTED FOODS. 1903-4. 4 vols. 5 in. 23

Press copies of letters from the Secretary of Agriculture to the Secretary of the Treasury directing that samples of foods held for inspection in customhouses be released. Arranged chronologically.

FORMS RELATING TO INSPECTION OF SAMPLES OF IMPORTED FOODS. 1904-9. 5 vols. 5 in. 24

Press copies of printed forms, signed by the Secretary of Agriculture and completed by the Bureau, directing the Secretary of the Treasury to obtain samples for analysis before permitting the foods to be released from the customhouses at ports of entry. Arranged chronologically.

CIRCULARS AND MEMORANDA. 1908-23. 17 vols. 3 ft. 25

Pertain to cases referred to the Solicitor and transmitted to the Attorney General, lists of seizures made by the Bureau, and lists of products that were examined at port laboratories and did not comply with regulations. Arranged chronologically.

REGISTER OF COURT CASES. 1909. 1 vol. 1 in. 26

A record, maintained by food inspectors, of persons charged with violating the Food and Drugs Act. Each entry shows the product concerned, the manufacturer, the date of trial, and the disposition of the case. Entries are arranged alphabetically by name of inspector.



## Other Records

ARTICLES AND LECTURES BY HARVEY W. WILEY. 1890-1906. 11 vols. 11 in. 27

Press copies of Wiley's articles and lectures that were submitted to magazines and newspapers for publication. They pertain chiefly to food adulteration but include reports of Bureau chemical investigations and professional scientific meetings. Arranged chronologically. Indexed by subject.

LETTERS SENT TO THE AMERICAN CHEMICAL SOCIETY. 1902. 1 vol. 1 in. 28

Relate to election of Society officers, schedule of lectures, and subjects for discussion. Arranged chronologically.

PAPERS PREPARED FOR PUBLICATION. 1911-27. 4 ft. 29

Manuscript and typewritten copies of papers relating to chemical research. These papers were prepared by Bureau employees for publication in scientific journals. Arranged alphabetically by name of author.

BIBLIOGRAPHY. 1915-27. 2 ft. 30

A list on 3" x 5" cards containing bibliographical references to publications concerned with agricultural chemical research. Arranged alphabetically by name of author.

REGISTER OF VISITORS. Jan.-June 1885. 1 vol. 1/2 in. 31

A notebook containing names, addresses, and occupations of visitors to the Division. The entries are arranged chronologically.

## RECORDS OF THE BUREAU OF CHEMISTRY AND SOILS

On July 1, 1927, the Bureau of Chemistry and the Bureau of Soils were consolidated, and three research branches were established in the new Bureau of Chemistry and Soils: the Chemical and Technological Research Branch, the Soils Investigation Branch, and the Fertilizer and Fixed Nitrogen Investigations Branch. On July 1, 1935, the three-unit organization was discontinued. Other Divisions were created or continued, among them the Chemical Engineering Research Division, the Color and Farm Waste Division (abolished late in 1935 and its activities merged with those of the Industrial Farm Products Research Division), and the Naval Stores Research Division.

The general correspondence of the Bureau, 1935-39 (described in entry 32), is a continuation of the correspondence of the Bureau, 1927-35, which is allocated to Record Group 54 (Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering) because it had been filed in unbroken sequence with the correspondence of the Bureau of Soils. Name and subject index cards (1928-39) for this correspondence are also allocated to Record Group 54, since most of the correspondence covered by the cards is in that record group. Also in Record Group 54 are all records of the Bureau of Soils and records of those branches of the Bureau of Chemistry and Soils that were concerned mainly with soil and fertilizer investigations.



## General Records

GENERAL CORRESPONDENCE. 1935-39. 36 ft. 32

Correspondence relating to all phases of Bureau activity. It contains information concerning chemical and technological research as well as some information concerning soil surveys and fertilizer resource studies. Arranged by a numerical system based on subject classification or by name of correspondent. For a select list of subjects and correspondents, with file numbers, see appendix III.

LABORATORY PROJECT REPORTS. 1901-38. 15 ft. 33

Periodic and special reports describing the nature, procedures, and results of laboratory work designed to find new processing methods and uses for farm products and to study chemical and technological aspects of foods and drugs. Arranged by name of laboratory or project.

PUBLICATIONS PREPARED BY BUREAU EMPLOYEES. 1884-1940. 14 ft. 34

Leaflets, bulletins, circulars, and regulatory announcements dealing with investigations in agricultural chemistry and soils. These publications were issued in series devised by the Bureau. Arranged in groups according to publication series and thereunder by number.

ARTICLES PREPARED FOR PUBLICATION. 1928-38. 3 ft. 35

Copies of scientific articles prepared by Bureau employees for publication in the Department of Agriculture's Journal of Agricultural Research. Arranged alphabetically by name of author.

PAPERS PREPARED FOR PUBLICATION IN SCIENTIFIC JOURNALS. 1927-41. 84 ft. 36

Manuscript and typewritten copies of papers prepared by Bureau employees. The papers relate to all phases of the Bureau's chemical and soils research. Arranged numerically.

RADIO SCRIPTS. 1930-33; 1941-42. 2 ft. 37

Copies of radio scripts describing achievements in chemical and soil investigations that were conducted by Bureau employees. Arranged chronologically and thereunder numerically.

PRESS RELEASES. 1932-42. 10 in. 38

These releases deal with the same subjects as the radio scripts described in entry 37. Arranged numerically.

OFFICE FILE OF ALBERT P. AANESTAD, STAFF ASSISTANT TO THE BUREAU CHIEF. 1932-38. 2 ft. 39

Mainly correspondence and reports relating to the allotment of funds for projects authorized by the Emergency Relief Appropriations Act of 1935. Arranged by subject.



RECORDS RELATING TO MANUFACTURE OF PHTHALIC ANHYDRIDE. 1917-41.

2 ft.

40

Mainly correspondence between the Bureau and various chemical firms concerning cooperation with the Bureau in laboratory tests for the manufacture of phthalic anhydride. Also included are laboratory reports, notes, petitions to the U.S. Patent Office, and transcripts of court records relating to litigation involving the phthalic anhydride patent. Arranged chronologically.

DEEDS AND TITLE PAPERS. 1938-39. 10 in.

41

Original deeds, abstracts of title, and related records pertaining to land bought by the Government for the Western, Eastern, and Southern Regional Research Laboratories. Arranged alphabetically by name of laboratory location.

Records of the Chemical and Technological Research Branch

In 1927 the Chemical and Technological Research Branch was established as one of the three component parts of the newly created Bureau of Chemistry and Soils. The Branch continued research work formerly carried on by the Bureau of Chemistry, dealing with carbohydrates, dust explosions, farm fires, colors, dyes, improved methods of skinning and curing hides and skins, analysis and examination of leather, and methods of cleaning and distilling gum in the production of rosin and turpentine. The Crop Chemistry Laboratory was created in order to conduct a scientific study of the factors, both natural and artificial, affecting the quality of crops.

NAME INDEX TO GENERAL CORRESPONDENCE. 1927-35. 68 ft.

42

A 3" x 5" card index showing dates, subjects, and file numbers of the correspondence described in entry 43. Arranged alphabetically by name of correspondent.

GENERAL CORRESPONDENCE. 1927-35. 95 ft.

43

Relates to all activities of the Chemical and Technological Research Branch. Much of the correspondence relates to research and technological work in fruit and vegetable chemistry and food microscopy. Arranged according to a numerical system based on subject or name classification. For a select list of subjects and names of correspondents, with their file numbers, see appendix IV.

Records of the Chemical Engineering Research Division

Investigations of dust explosions occurring during the handling and milling of grain were begun in the Bureau of Chemistry in 1914 under the direction of an engineer. In 1920 these investigations were placed in a new unit known as the Office of Development Work. In 1927, when the Bureau of Chemistry and Soils was established, the work was continued by the Chemical Engineering Research Division where it remained until 1940 when the



Division was abolished. The original work of the Division and its predecessor units was concentrated on the development of protective measures against dust explosion in flour mills. Later the Division developed protective measures against dust explosions and fires in various industrial plants.

GENERAL CORRESPONDENCE. 1914-42. 63 ft.

44

Relates chiefly to the prevention of grain dust explosions and other dust explosions and fires, including fires in cotton gins and cotton oil mills. For the period 1940-42 the correspondence reflects David J. Price's work in planning the specifications, equipment, and construction of the regional research laboratories while serving as the Division's Principal Engineer. Arranged alphabetically by name or subject.

CLIPPINGS. 1893-1940. 73 vols. 12 ft.

45

Newspaper and magazine articles relating to dust explosions, spontaneous combustion, and methods devised to control farm and industrial plant fires. Arranged chronologically.

RECORDS RELATING TO SMUT CONTROL INVESTIGATIONS. 1914-18. 2 ft.

46

Correspondence, progress reports, press notices, and instructions to field men in charge of the investigations of explosions and fires in grain separators in the Pacific Northwest. Arranged chronologically and thereunder alphabetically by name or subject.

INDEX TO REPORTS RELATING TO INDUSTRIAL PLANT DUST EXPLOSIONS. 1914-42. 4 in.

47

An index on 3" x 5" cards to the reports described in entry 48. Each card gives name and location of industrial plant and number of report. Arranged alphabetically by name of plant.

REPORTS RELATING TO INDUSTRIAL PLANT DUST EXPLOSIONS. 1914-42. 33 ft.

48

Reports concerning investigations of dust explosions and fires in grain threshing machines, grain elevators, cotton gins, flour mills, and in industrial plants where combustible dusts were created. Arranged numerically.

MANUSCRIPTS OF DAVID J. PRICE, CHIEF ENGINEER. 1915-40. 3 ft.

49

These manuscripts dealing with chemical investigations were submitted for publication. Arranged chronologically.

REPORTS RELATING TO COTTON GIN FIRE INVESTIGATIONS. 1918. 5 in.

50

Reports, prepared by field investigators of the Bureau, giving location, date, and time of the fires and other pertinent information. Arranged alphabetically by location of fire.

RECORDS RELATING TO STRAW GAS EXPERIMENTS. 1918. 3 in.

51

Correspondence, reports, and other records relating to the experimental work done by Dr. R. D. MacLaurin on the production, from waste straw, of gas for light, heat, and power.



RECORDS RELATING TO COMMITTEES AND COUNCILS. 1921-42. 29 ft. 52

Correspondence, minutes of meetings, reports, recommendations for appointments, and other records concerning David J. Price's official participation on the following committees and councils: American Engineering Standards Committee of the American Standards Association, Dust Explosion Hazards Committee of the National Fire Protection Association, Farm Fire Protection Committee of the National Fire Protection Association, Federal Fire Council, Interdepartmental Safety Council, National Fire Waste Council, Spontaneous Heating and Ignition Committee of the National Fire Protection Association, and the Advisory Committee on Fire Defense of the Office of Civilian Defense. Arranged alphabetically by name of committee.

OFFICE FILE OF P. W. EDWARDS. 1923-30. 5 in. 53

Correspondence, reports, and memoranda relating to the investigations of dust explosions. These records were accumulated by Edwards in his capacity as Associate Engineer in the Dust Explosions Section of the Chemical Engineering Research Division. Arranged alphabetically by subject.

RECORDS RELATING TO EXPERIMENTS ON THE SPONTANEOUS HEATING AND IGNITION OF HAY. 1929-32. 3 ft. 54

Reports, statistical data, and project statements relating to experiments made at the Animal Husbandry Experiment Farm at Beltsville, Md., by E. J. Hoffman to determine the action and products, both bacteriological and chemical, of the heating of hay at comparatively low temperatures. Arranged chronologically.

REPORTS RELATING TO THE SPONTANEOUS IGNITION OF AGRICULTURAL PRODUCTS. 1930-32. 1 ft. 55

Reports, completed by various State agricultural experiment stations, dealing with actual instances of spontaneous heating and ignition of hay, stable manure, and small grains on farms. Included in the reports are statements regarding the monetary loss involved, the circumstances surrounding the heating or fire, and information relating to the handling and storing of the material affected. Arranged chronologically.

CARD RECORD OF DUST EXPLOSIONS IN THE UNITED STATES. n.d. 1 ft. 56

A record on 5" x 8" cards containing histories of dust explosions in industrial plants in the United States for the period 1854-1940. Each card gives type, location, and date of dust explosion; name of plant involved; and a brief account of the explosion. Arranged alphabetically by type of dust involved and thereunder chronologically. More complete reports concerning many of the explosions are included in the records described in entry 48.

CARD RECORDS RELATING TO FOREIGN DUST EXPLOSIONS. n.d. 5 in. 57

A record on 5" x 8" cards containing histories of all known dust explosions in certain foreign countries for the period 1785-1930. Each card gives type, location, and date of dust explosion; name of plant involved; and a brief account of the explosion. Arranged alphabetically by name of country and thereunder chronologically.



PHOTOGRAPHS. 1878-1942. 30 ft.

58

Chiefly photographs of fires caused by dust explosions in flour mills, grain elevators, and sugar refineries but including photographs of oil fires, cotton gin fires, and fires in rural areas. Arranged by subject.

Records of the Color and Farm Waste Division

The Color Laboratory was established in the Bureau of Chemistry in 1916. By 1926 the Laboratory was known as the Color and Farm Waste Division. The Division and its predecessor unit conducted investigations leading to the manufacture of new vat dye intermediates, biological stains, and therapeutic dyes from raw materials produced in the United States and to the production of valuable chemicals from agricultural products and by-products by the fermentative action of microorganisms. In 1935 the Division was abolished and its activities were merged with those of the Industrial Farm Products Research Division.

INDEX TO GENERAL CORRESPONDENCE. 1914-36. 1 ft.

59

An index on 3" x 5" cards to the correspondence described in entries 60 and 61. Each card gives name of correspondent or subject of correspondence, abstract of contents, and date of reply. Arranged alphabetically by name of correspondent.

GENERAL CORRESPONDENCE OF THE COLOR LABORATORY. 1914-25. 8 ft.

60

Much of the correspondence pertains to the certification of food colors, the work of the Laboratory on photosensitizing dyes, and the development of the processes for the manufacture of dyes for coloring materials and other uses. Arranged alphabetically by name of correspondent. For an index to this correspondence, see entry 59.

GENERAL CORRESPONDENCE OF THE COLOR AND FARM WASTE DIVISION. 1926-36.

5 ft.

61

Relates mainly to work on the preparation of new vat dye intermediates, further synthesis of biological stains, and the production of dyes of therapeutic and antiseptic value. Arranged alphabetically by name of correspondent. For an index to this correspondence, see entry 59.

CORRESPONDENCE AND REPORTS OF THE COLOR LABORATORY. 1914-25. 2 ft.

62

Relate mainly to administrative matters and scientific operations. Arranged alphabetically by subject.

CORRESPONDENCE AND REPORTS OF THE COLOR AND FARM WASTE DIVISION.

1926-31. 3 ft.

63

These records deal with the same subjects as the records described in entry 62. Arranged alphabetically by subject.

LABORATORY NOTEBOOKS. 1917-39. 140 vols. 8 ft.

64

Contain notes relating to experimental work undertaken by the chemists of the Division and its predecessor unit, the Color Laboratory, in the



preparation of new vat dye intermediates, the synthesis of biological stains, and the utilization of certain molds for farm and industrial purposes. Each entry gives date of experiment, materials used, and a technical description of the process. Arranged alphabetically by name of chemist.

### Records of the Industrial Farm Products Research Division

In 1902 the Dendro-Chemical Laboratory was established in the Bureau of Chemistry. It was reorganized in 1904 and named the Leather and Paper Laboratory. By 1928 it was known as the Industrial Farm Products Division. In 1935 it became the Industrial Farm Products Research Division and the activities of the former Color and Farm Waste Division were transferred to it. Early work of the Division included investigations concerning raw material for leather manufacture; the production, properties, weighing, handling, grading, and uses of naval stores; and the promotion of the economical utilization of papermaking raw materials. Later work of the Division included investigations pertaining to the properties and uses of leather and leather substitutes; the preparation of definite type samples; and the development of improved processes for producing naval stores. By 1936 the work of the Division included (1) fermentation and waste investigations and the application of microorganisms to the utilization of farm products and byproducts, and (2) biological stain investigations--including the standardization of dyes used in biological research, agriculture, and public health--and the development of new dyes for this purpose.

GENERAL CORRESPONDENCE. 1908-35. 12 ft. . 65

Relates to all types of investigations conducted by the Industrial Farm Products Division and its predecessor unit, the Leather and Paper Laboratory. Arranged alphabetically by subject.

OFFICE FILE OF PHILIP H. GROGGINS, SENIOR CHEMIST. 1936-40. 3 ft. 66

Correspondence, memoranda, and reports relating to the work of the Division at the Arlington Experimental Laboratory. Arranged alphabetically by subject.

RECORDS RELATING TO UTILIZATION OF AGRICULTURAL WASTES. 1927-30.  
5 in. 67

Mainly correspondence and reports of P. Burke Jacobs, a chemical engineer, relating to the studies on the utilization of cornstalks and other crop byproducts by destructive distillation. Arranged chronologically.

RECORDS RELATING TO COMMITTEES. 1904-36. 3 ft. 68

Mainly correspondence and reports relating to the work of F. P. Veitch on Government and non-Government scientific committees, including those of the Association of Official Agricultural Chemists, the American Society for Testing Materials, the National Research Council, and the Federal Specifications Board. For many years Veitch was the Chief of the Industrial Farm Products Division and its predecessor unit, the Leather and Paper Laboratory. The records are arranged alphabetically by subject.



## Records of the Naval Stores Research Division

As early as 1893 the Bureau was making studies on rosin and turpentine. In 1903 these studies were directed by the Dendro-Chemical Laboratory, and later on they were conducted by the Leather and Paper Laboratory and its successor, the Industrial Farm Products Division. In 1916 a specific appropriation was made for investigating the grading, weighing, handling, and transportation of naval stores and the preparation of definite type samples. The Naval Stores Act of 1923 (42 Stat. 1435) added regulatory functions, and these were transferred to the Food, Drug, and Insecticide Administration in 1927. The Bureau continued its work concerning naval stores, confining itself to the development of methods for improving the production, handling, and utilization of rosin and turpentine and other chemical products made from pine wood. In 1935 the naval stores research was placed in a separate unit, the Naval Stores Research Division.

### CORRESPONDENCE OF THE INDUSTRIAL FARM PRODUCTS DIVISION RELATING TO NAVAL STORES RESEARCH. 1903-35. 6 ft.

69

Correspondence, memoranda, and reports pertaining to the naval stores investigation work of the Division and its predecessor unit, the Leather and Paper Laboratory. The records deal with administrative matters as well as scientific ones. There are a few records dated as late as 1938. Arranged alphabetically by subject.

### RECORDS RELATING TO NAVAL STORES DEMONSTRATION WORK. 1914-36. 5 ft. 70

Deal mainly with the work of G. P. Shingler, a chemist of the Bureau, in demonstrating methods for making more and better turpentine and rosin and for reducing costs of operation. Included is much correspondence relating to improvements in procedures and to reports on test charges of stills. Arranged chronologically.

### RECORDS RELATING TO F. P. VEITCH'S COMMITTEE WORK ON SPECIFICATIONS. 1915-39. 4 ft.

71

Mainly correspondence and reports relating to Veitch's analytical and specification work as a member of various subcommittees and later as Chairman of the Committee on Naval Stores of the American Society for Testing Materials. Arranged chronologically.

### MANUSCRIPTS. 1928-40. 3 ft. 72

Manuscripts prepared for publication by staff members of the Industrial Farm Products Division and the Naval Stores Research Division. They relate to the nature, production, distribution, and uses of naval stores. Arranged chronologically.

### RECORDS RELATING TO NAVAL STORES PATENT APPLICATIONS. 1934-41. 11 in. 73

Mainly correspondence, affidavits, drawings, and specifications relating to patent applications by staff members of the Industrial Farm Products Division and the Naval Stores Research Division. Arranged chronologically.



## Records Relating to the Trail Smelter Fumes Investigations

About 1927 the farmers in Stevens County, Wash., sought relief from fumes drifting across the border from Canada. The fumes contained sulphur dioxide and were caused by the operations of a lead and zinc smelter located at Trail, British Columbia, and owned by the Consolidated Mining and Smelting Company of Canada, Ltd.

In July 1928 the Department of Agriculture, with funds provided by the Department of State, began a scientific study to determine the concentrations of sulphur dioxide prevalent in Stevens County, the frequency and duration of the concentrations, and their effects on vegetation, crop yields, trees, and shrubs. Among the scientists conducting the investigation were S. W. Griffin, Chemist, Bureau of Chemistry and Soils; D. F. Fisher, Principal Horticulturist; and G. G. Hedgcock, Senior Forest Pathologist, Bureau of Plant Industry. The Canadian Government also sent scientists into Stevens County to investigate and ascertain the damage suffered by agriculture and the lumber industry.

The problems arising from the operation of the smelter had been referred to the International Joint Commission, United States and Canada, in December 1927. The Commission took evidence, heard interested parties, and in February 1931 submitted a report recommending an award of \$350,000 to cover all damages caused by the smelter to property in Stevens County for the period from 1925 to 1931. The award was accepted by the U.S. Department of State. Two years later the U.S. Government made representations to the Canadian Government stating that existing conditions were entirely unsatisfactory and that damage was still occurring. Diplomatic negotiations were then renewed.

The treaty of April 15, 1935, between the United States and Canada provided for the establishment of the Trail Smelter Arbitral Tribunal. Article II of the treaty stipulated that each Government was to choose one member of the Tribunal and the two Governments were to choose jointly a Chairman who should be neither a British subject nor a citizen of the United States.

In a decision on April 16, 1938, the Tribunal declared that damages caused by the Trail smelter had occurred from January 1, 1932, to October 1, 1937, and that indemnity of \$78,000 should be paid for all damages occurring during that period.

W. W. Skinner, Assistant Chief of the Bureau of Chemistry and Soils, was appointed Master of Awards in the distribution of the smelter award funds; S. W. Griffin, a Bureau chemist, was appointed as an assistant to Skinner. Both officials received assistance from plant pathologists of the Bureau of Plant Industry. Therefore records of that Bureau in Record Group 54 also include much material relating to the smelter fumes investigations.



REPORT RELATING TO RETAIL BUSINESS OPERATIONS IN NORTHPORT, WASH.

1924-28. 1/2 in.

74

A report on retail business firms in Northport, Wash., indicating for each the type of business, a review of inventory, and the monthly rent. Included is a graph showing average monthly and annual gross sales of each firm for the period 1924-28. The report was designed to show probable damage to business caused by the smelter fumes. It was offered in evidence by the U.S. Government in 1930 at a hearing of the International Joint Commission but was rejected.

REPORTS RELATING TO THE INVESTIGATION OF SMELTER FUMES BY THE CONSOLIDATED MINING AND SMELTING COMPANY OF CANADA, LTD. 1926. 1 vol. 2 in.

75

Summarized reports concerning the smelter fumes investigation made by the company under the direction of Ray E. Neidig, a professor of agricultural chemistry at the Idaho Experiment Station, University of Idaho. The reports relate to crops and general agricultural conditions in the vicinity of Trail, atmospheric pollution, and condition of livestock. Arranged by subject.

OFFICE FILE OF A. T. STRAHORN. 1928-30. 4 in.

76

Correspondence and reports relating to a study of crop yields in Stevens County, Wash., to determine the damage resulting from smelter fumes. These records were accumulated mainly by Mr. Strahorn, a soil scientist with the Bureau of Chemistry and Soils, but included are some records collected by D. F. Fisher of the Bureau of Plant Industry. Arranged chronologically.

MAPS OF TRAIL SMELTER DAMAGE AREA. ca. 1928-38. 1 ft.

77

Maps (tracings) showing ownership of land by townships and sections, zones of damage as established by Mr. Hedcock of the Bureau of Plant Industry, and mining claims.

ANNUAL REPORTS OF THE CONSOLIDATED MINING AND SMELTING COMPANY OF CANADA, LTD. 1928-36. 3 in.

78

Copies of annual reports and statements submitted to the shareholders of the company by the directors. They describe the company's management, development, and financial status. Arranged chronologically.

REPORTS RELATING TO AN INVESTIGATION OF SMELTER FUMES. 1929-30.

2 in.

79

Summarized reports concerning the smelter fumes investigation made by scientists of the Canadian National Research Council for the Department of External Affairs of Canada. The reports deal with soil conditions, distribution of sulphur dioxide in the atmosphere, livestock poisoning, fume damage to forests, and changes in land values in northern Washington. Arranged by subject.

REPORT OF THE EVALUATION OF PROPERTY BY THE CONSOLIDATED MINING AND SMELTING COMPANY OF CANADA, LTD. 1929. 3 in.

80

A report of property evaluation in Stevens County, Wash., made by



G. S. Boyle and L. E. Jesseph, representatives of the company. Arranged alphabetically by name of property owner.

REFERENCE FILE. 1930-38. 6 in.

81

Mainly reprints of publications of the U.S. Department of State, the U.S. Department of Agriculture, and the National Research Council of Canada relating to the Trail smelter problem. Included are briefs for the United States that were submitted to the International Joint Commission, scientific reports concerning the effect of sulphur dioxide on alfalfa, and a soil survey of Stevens County, Wash. Also included is a mimeographed copy of the decision of the Trail Smelter Arbitral Tribunal as reported on April 16, 1938. Arranged alphabetically by subject.

RECORDS RELATING TO THE RECOMMENDATIONS OF THE AMERICAN SECTION OF THE INTERNATIONAL JOINT COMMISSION. 1931. 1 in.

82

Copies of the reports on which the American Section of the International Joint Commission based its recommendation for distributing award money to the claimants in each zone of land affected by the Trail smelter fumes. Arranged numerically by zone number.

RECORDS RELATING TO THE EVALUATION OF PROPERTY. 1931-38. 2 ft.

83

Chiefly reports, graphs, lists, and descriptive statements compiled by J. T. Sanders, an agricultural economist, in developing a formula for approximating by statistical methods the relative value of property in the area of smelter fumes damage. Arranged alphabetically by name of property owner.

BRIEFS SUBMITTED TO THE TRAIL SMELTER ARBITRAL TRIBUNAL. 1936-37.

1 ft.

84

Mimeographed copies of briefs prepared by U.S. Agents J. A. Mitzger and Swagar Shirley. Each brief consists of a synopsis of scientific reports, extracts from testimony given by Canadian witnesses before the International Joint Commission, and a review of the law applicable to the case. Arranged by subject.

REPORTS CONCERNING HARMFUL EFFECTS OF SULPHUR DIOXIDE. 1930-37.

8 in.

85

Reports prepared by scientists of the Bureau of Plant Industry and the Bureau of Chemistry and Soils and submitted to the Trail Smelter Arbitral Tribunal. They concern areas of injury to alfalfa crops and forests and the amount of pollution in the Columbia River caused by sulphur dioxide in the air. Arranged chronologically.

EXHIBITS SUBMITTED BY CANADA TO THE TRAIL SMELTER ARBITRAL TRIBUNAL.

1932-37. 1 ft.

86

Included is an automatic recorder reading of the sulphur dioxide concentration in the atmosphere taken at points on each side of the Columbia River in the vicinity of the international boundary between the United States and Canada. Arranged chronologically.



RECORDS CONCERNING CLAIMANTS TO TRAIL SMELTER AWARDS. 1938. 4 ft. 87

Included are lists of property owners and the title of each parcel of property within the areas of damage by fumes in Stevens County, Wash. Abstracts were made by the Stevens Abstracting Company at the request of W. W. Skinner, the Master of Awards. Arranged by township.

REPORT OF THE DISTRIBUTION OF DAMAGES AWARDED BY THE INTERNATIONAL JOINT COMMISSION. 1939. 2 in. 88

A report, prepared by W. W. Skinner and S. W. Griffin, showing in tabulated form the prorated allotment to each individual claimant in the distribution of damages awarded for the period 1925-32. Arranged alphabetically by name of claimant.

REPORT OF W. W. SKINNER, MASTER OF AWARDS. 1939. 1/4 in. 89

This report describes the difficulties encountered in determining an equitable distribution of the awards made by the International Joint Commission and the Trail Smelter Arbitral Tribunal.

#### RECORDS OF THE BUREAU OF AGRICULTURAL CHEMISTRY AND ENGINEERING

Most of the extant correspondence and other records of the Bureau of Agricultural Chemistry and Engineering are in the Federal Records Center, Alexandria, Va. Records of some engineering research units of the Bureau are in Record Group 54, Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering. Most of the records of engineering units of the Department of Agriculture that were created before 1940 are in Record Group 8, Records of the Bureau of Agricultural Engineering.

OFFICE FILE OF S. H. McCrory. 1920-42. 16 ft. 90

Correspondence, reports, speeches, and other records accumulated by McCrory, who was Chief of the Bureau of Agricultural Engineering from 1931 to 1939 and Assistant Chief of the Bureau of Agricultural Chemistry and Engineering from 1939 to 1942. The records deal primarily with McCrory's interest and activities in engineering research, but some of the records dated after 1939 pertain to chemical and utilization research. McCrory's files relating exclusively to engineering matters are described in entry 21 of National Archives Preliminary Inventory No. 53, Records of the Bureau of Agricultural Engineering. Arranged by subject.

OFFICE FILE OF W. W. SKINNER. 1927-41. 6 ft. 91

Project reports, correspondence, memoranda, and other records accumulated by Skinner, who was Assistant Chief of the Bureau of Chemistry and Soils from 1936 to 1939 and Associate Chief of the Bureau of Agricultural Chemistry and Engineering from 1939 to 1943. Most of these records concern smelter fumes investigations but included are some records dealing with phases of chemical and utilization research conducted by the two Bureaus mentioned above. Arranged alphabetically by subject or name of correspondent.



# APPENDIX I

## Select List of Subjects and File Numbers in the "Special File" of the Division and the Bureau of Chemistry (Entry 4)

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Artificial silk	87	Proposed pure food bills	26
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Drug plants, analysis of	22	Smokeless powder	87
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Agricultural Chemists		Case proceedings	67
Fifth and Sixth Congresses	30	Cuban	66
of Applied Chemistry		Plant investigations	46
Imported foodstuffs,	1-19	Refining and manufacture	36
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Journal of American Chemical	23	tables greened with	
Society		United States Pharmacopoeia	37
Milk and milk products	58	Wheat, analysis of for	53
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## APPENDIX II

### Select List of Subjects and Correspondents, With Related File Numbers, in the General Correspondence of the Bureau of Chemistry, 1907-18 (Entry 8)

Adams, S. H.	2303 (1907), 12083 (1911), 1274 (1912), 2828 (1915)
Agriculture, Assistant Secretary of	2 (1907-18)
Agriculture, Secretary of	1 (1907-18)
Alabama State Agencies	33 (1907), 186 (1908), 186 (1909-18)
American Chamber of Commerce in Paris	15186 (1907), 1673 (1911), 2862 (1912)
American Medical Association	161 (1907), 695 (1908), 826 (1911), 2538 (1912), 404 (1913), 1967 (1914), 1043 (1915), 4114 (1916-17), 111 (1918)
American Pure Food League	11733 (1916-17)
Animal Industry, Bureau of	20 (1907), 9 (1908-18)
Animal Physiological Laboratory	261 (1918)
Arkansas State Agencies	219 (1907), 189 (1908-18)
Armour and Co.	1584 (1911), 3973 (1912), 1018 (1913), 415 (1914), 315 (1915), 612 (1916-17), 612 (1918)
Arsenic gelatine	5874 (1914)
Bailey, W. W.	7055 (1913), 8060 (1914), 4616 (1916-17)
Baking powder	2677 (1911-14)
Benzoate of soda	140 (1911), 27 (1914)
Biological Survey, Bureau of	16 (1908-18)
Calcium sulphate	4 (1910-11), 152, 180 (1911)
California Agricultural College	22 (1907), 190 (1908-18)
Canadian Government	173 (1908-18)
Cannon, Joseph G.	16598 (1910), 12913 (1911), 13142 (1912), 2380 (1913), 3851 (1916-17)
Carver, G. W.	18386 (1908), 3568 (1910), 8222 (1911), 186 (1912-14)
Colorado State Normal School	3174 (1907), 191 (1908-18)
Collier's Weekly. See also	2303 (1907), 4127 (1908), 4814 (1909), 10097 (1911), 6716 (1912), 7010 (1915), 8427 (1916-17)
Adams, S. H., and Sullivan, Mark	
Connecticut State Agencies	69 (1907), 192 (1908-18)
Copper sulphate	5735 (1914)
Cuba Experiment Station	59 (1907), 168 (1908-18)

Delaware State Agencies	83 (1907), 193 (1908-18)
District of Columbia	62 (1907), 6306 (1908), 170 (1909-18)
Dunlap, F. L.	10333 (1907), 180 (1908), 12 (1909), 180 (1910), 12 (1912), 2595 (1914), 1932 (1915), 12824 (1916-18)
Dupont de Nemours Powder Co.	3550 (1907), 3085 (1908), 6336 (1909), 12982 (1910), 9414 (1911), 3895 (1912), 1025 (1913), 3597 (1914), 3345 (1915), 416 (1916-17), 2535 (1918)
Entomology, Bureau of	15 (1908-18)
Experiment Stations, Office of	17 (1908-18)
Figs	140, 141 (1911)
Florida Agricultural Experiment Station	53 (1907), 195 (1908-18)
Food and Drug Inspection Board	180 (1911-14)
Forest Service. <u>See also</u>	12, 2073 (1907), 11 (1908-18)
Pinchot, Gifford	
Georgia State Agencies	34 (1907), 196 (1908-18)
General Federation of Women's Clubs	4198 (1907), 17613 (1909), 21734 (1910), 12146 (1911), 6178 (1913), 1699 (1914), 2760 (1916-17)
Gerry, James L.	11 (1907), 16793 (1908), 23375 (1909), 15042 (1910), 2709 (1911), 1431 (1912), 3453 (1914), 845 (1915), 4507 (1916-17)
Ginger, limed	2636 (1912-14)
Hawaii, Territorial Board of Health	18 (1907), 171 (1908-18)
Heyburn, W. B.	15894 (1907), 2782 (1908), 8699 (1909), 3842 (1910), 2117 (1911), 6819 (1912)
Honey analysis	5698 (1910-14)
Hopkins, Johns, University of	9593 (1907), 3242 (1908), 1529 (1909), 866 (1910), 1764 (1911), 6856 (1912), 1508 (1913), 4647 (1916-17)
Ice cream	4404 (1909-14)
Idaho State Agencies	16 (1907), 197 (1908-18)
Illinois State Agencies	31 (1907), 198 (1908-18)



Insecticide and Fungicide, Board of Institute of Industrial Research	183 (1911-18) 23526 (1910), 3208 (1911), 2233 (1912), 250 (1913), 1807 (1914), 130 (1915)
Iowa State Agencies	32 (1907), 201 (1908-18)
Justice, Department of	92 (1907), 148 (1908-18)
Kansas State Agencies	7 (1907), 202 (1908-18)
Laboratories of the Bureau of Chemistry	
Dairy, Washington	20 (1907), 277 (1916-17)
Enological, Washington	46 (1912-14)
Food and Drug, Buffalo, N.Y.	97 (1907), 30 (1908-18)
Food and Drug, Houston, Tex.	96 (1907), 20785 (1908), 832 (1909), 2723 (1916-17), 660 (1918)
Food and Drug, New York, N.Y.	26 (1907), 37 (1908-18)
Food and Drug, Philadelphia, Pa.	27 (1907), 39 (1908-18)
Fruit and Vegetable, Utilization, Washington, D. C.	262 (1916-17)
Organic Investigations, Washington, D. C.	254 (1916-17)
Pharmacological, Washington, D. C.	244 (1916-17), 510, 791 (1918)
Plant Chemistry, Washington, D. C.	275 (1916-17)
Water, Washington, D. C.	278 (1916-17), 510 (1918)
Louisiana State Agencies	36 (1907), 204 (1908-18)
McCabe, George P.	4, 10780 (1908), 179 (1910), 179, 182 (1911), 5230 (1913), 2254 (1914), 4357 (1915), 1342 (1916-17), 607 (1918)
McCumber, P. J.	7120 (1907), 15609 (1908), 8529 (1909), 8637 (1910), 10806 (1916-18)
Maine State Agencies	38 (1907), 205 (1908-18)
Mann, James R.	1658 (1907), 1794 (1908), 925 (1909), 2007 (1910), 7937 (1911), 434 (1912), 2025 (1913), 1241 (1915), 664 (1916-18)
Maryland State Agencies	85 (1907), 206 (1908-18)
Massachusetts Institute of Technology	1289 (1908), 207 (1909-18)
Massachusetts State Board of Health	23 (1907), 207 (1908-18)
Michigan Agricultural College	41 (1907), 3208 (1908-18)
Mines, Bureau of	152 (1908-18)
Minnesota State Agencies	54 (1907), 209 (1908-18)
Mississippi Agricultural and Mechanical College	65 (1907), 2281 (1908), 210 (1909-18)

Missouri State Agencies	39 (1907), 211 (1908-18)
Montana State Agencies	93 (1907), 212 (1908-18)
Moss, R. W.	6962 (1910), 15941 (1911), 8949 (1913), 2388 (1915), 2755 (1916-17)
National Cannery Association	7374 (1907), 1809 (1908), 7038 (1909), 579 (1910), 1742 (1911), 830 (1912), 251 (1913), 255 (1914-18)
National Consumers League	1784 (1907), 2661 (1908), 1321 (1909), 1898 (1910), 2298 (1911), 8284 (1912), 2464 (1913)
Navy, Department of	150 (1910-18)
Nebraska State Agencies	43 (1907), 213 (1908-18)
New Hampshire State Agencies	45 (1907), 215 (1908-18)
New Jersey State Agencies	44 (1907), 216 (1908-18)
New Jersey State Federation of Women's Clubs	3450 (1907)
New York Milk Committee	25572 (1909), 2325 (1910), 14101 (1912), 4180 (1914), 3110 (1916-17)
New York State Consumers League	11525 (1908-18)
North, S. N. D.	9 (1907), 158 (1909)
North Carolina State Agencies	47 (1907), 219 (1908-18)
North Dakota Agricultural College	75 (1907), 1742 (1908), 220 (1909-18)
Ohio State Agencies	17 (1907), 221 (1908-18)
Oregon State Agencies	48 (1907), 223 (1908-18)
Pennsylvania Department of Agriculture	21 (1907), 224 (1908-18)
Pinchot, Gifford. <u>See also</u> Forest Service	12 (1907), 11 (1908), 9329 (1913), 1511 (1914)
Plant Industry, Bureau of	19 (1907), 10 (1908-18)
Poindexter, H.	22842 (1911), 9309 (1912), 5117 (1913), 6666 (1914), 2668 (1915), 413 (1916-18)
Referee Board	11485 (1908), 181 (1910-12)
Remsen, Ira	7728 (1907), 11485, 3242 (1908), 181 (1910), 4714 (1913), 181 (1914-15), 4548 (1916-17)
Roosevelt and Schuyler. <u>See also</u> White House (1908)	16777 (1907), 11204 (1908), 701 (1913)
Rusby, H. H.	4700 (1907), 312 (1908), 270 (1909), 266 (1910), 4, 12, 18, 37, 180, 182 (1911), 489 (1912),



Rusby, H. H. (cont.)	371 (1913), 259 (1914), 841 (1915), 1892 (1916-17)
Saccharine	3878 (1914)
Sherley, S.	10650 (1911), 279 (1912)
Smithsonian Institution	42 (1907), 161 (1908-17)
Soils, Bureau of	88 (1907), 13 (1908-18)
Solicitor, Office of. <u>See</u> McCabe, George P.	
South Carolina State Agencies	56 (1907), 226 (1908-18)
South Dakota State Agencies	55 (1907), 227 (1908-18)
Standards, Bureau of	57 (1907), 160 (1910-18)
State, Department of	58 (1907), 140 (1908-18)
Sullivan, Mark. <u>See also</u> <u>Collier's Weekly</u>	2303 (1907), 4127 (1908), 4818 (1909), 18807 (1910), 7224 (1911), 6716 (1912)
Swift and Co.	5029 (1910), 4362 (1911), 2666 (1912), 3806 (1913), 589 (1914), 817 (1915), 899 (1916-17), 413 (1918)
Tennessee State Agencies	70 (1907), 228 (1908-18)
Texas State Agencies	67 (1907), 229 (1908-18)
Treasury, Department of	15 (1907), 141 (1908-18)
Utah State Agencies	60 (1907), 230 (1908-18)
Vermont State Agencies	61 (1907), 231 (1908-18)
Virginia State Agencies	40 (1907), 232 (1908-18)
Washington State Agencies	13 (1907), 233 (1908-18)
Welch, W. H.	206 (1911), 8349 (1913), 8964 (1914)
Whiskey	3194 (1915)
White House	139 (1908-18)
Wickersham, George	148 (1910-11), 8800 (1912)
Wiley, H. W.	9336 (1912), 1642 (1913), 649 (1915), 522 (1916-18)
Wisconsin Dairy and Food Commission	73 (1907), 235 (1908)
Wyoming State Agencies	63 (1907), 236 (1908-18)

# APPENDIX III

## Select List of Subjects and Correspondents, With Related File Numbers, in the General Correspondence of the Bureau of Chemistry and Soils (Entry 32)

Acids	38640, 38765, 39461, 40037
Agricultural By-Products Laboratory, Ames, Iowa	38590
Agricultural Industry and Science, 3rd Dearborn Conference of	39248
Alcohol	38641, 38766, 39210, 39462, 40038
Allergy	38607, 39463, 40039
Alsberg, C. L.	39582, 38104
American Association of Cereal Chemists	39680
American Chemical Society	39676, 39815
American Institute of Chemists	39677
American Leather Chemists Association	39681
American Oil Chemists' Society	39679, 40261
American Society for Testing Materials	39678, 40258
American Soybean Association	39682, 39163
Apples	38990, 39547, 40124
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Avocado	39040, 39600, 40175
Bacteria	38289, 38644, 38770
Bagasse and cellulose	39093, 39667, 40242
Baking and baked products	38798, 39513, 40089, 40314
Baking powder	40090, 38799, 39514
Balls, Dr. A. K.	37444, 38032, 39168, 39793
Beeswax	39042, 40176
Beverages	
Alcoholic	38282, 38644, 38771, 39470, 40045
Carbonated	38286
Biological Stains, Committee on Standardization of	40255
Bookbinding	39012, 39571, 40148
Buildings, structures	38521
Byers, H. G., trip to Mexico	39204
Candles	39058, 39612, 40186
Candy and confectionery	38480, 39482, 40055
Carotene	40092, 38696, 38777, 39516
Castor oil	39043, 39601
Cellophane	38778
Cereals	40093, 38801, 39517
Chemicals	38442, 38779, 38667, 39479, 39790, 40053



Citrus Products Station, Winter Haven, Fla.	40260
Cocoanut oil	39044, 39602, 40178
Coffee	38772, 39471, 40046
Combustion, spontaneous	400781, 39120, 39501
Conference, 2nd International on Fruit as a Food	39229
Cornmeal flour	38998, 39554, 40132
Corn stalks	39095, 39668, 40243
Cottonseed	38526, 38997, 39553, 40131
Cottonseed oil	39045, 39603, 40179
Cotton stalks	39096, 39669, 40244
Diets	38471, 40095, 38803, 39519
Distilleries, grain	38999, 39555, 40133
Drugs	38783, 39486
Dry ice	38500, 38784, 39487
Dyestuffs	38474, 38782, 39485, 40060
Eggs	38651, 40096, 38793, 38804,
Enzymes	39520, 39753
Exhibitions, expositions	38805, 39521, 39710, 40097
Explosions, fires	39094, 39738
Articles, speeches concerning Dust	38443, 38444
	39122, 39503
	38648, 40076, 39118, 39197,
	39499, 39770, 39809, 40311,
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Machinery, equipment	39119, 39500
Meetings, conventions	38443, 38444, 38484, 38577,
	38582, 38616, 38519, 38650
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Federal-State relations	39224
Feeds	40086, 38796, 39511
Fermentation	39754
Fertilizers, phosphates	38553, 38570, 38797, 39149,
	39209, 39241, 39512, 39712,
	39728, 40087
Fibers, synthetic	38692, 39508, 40084
Fire schools	40070
Fireproofing farm fabrics	38445, 40081, 38791, 39505, 40081
Fish oil	39046, 39604, 40180
Flaxseed oil	39047
Food	
Canning	40091, 38800, 39515
Freezing	40100, 38808, 39524
Processing	38492
Research	38584
Spoilage	38826, 39538, 40115

Food containers	38802, 39518, 40094
Food flavors	38652, 40098, 38806, 39522
Food values	38653, 38807, 39216, 39523, 39745, 40099, 40315
Frozen Pack Laboratory, Seattle, Wash.	40250
Fruit and Vegetable Chemical Laboratory, Los Angeles, Calif.	40249
Fruit and Vegetable Products Laboratory, Weslaco, Tex.	40252
Fruits, citrus	38989, 39546, 40123
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Fruit juices	38283, 38579, 38629, 38645, 38773, 39124, 39472, 39752, 40047
Fuel Research Commission	39219
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International Society of Sugar Cane Technologists	39699
Jams, jellies	38810, 39526, 40102
Jones, D. B., trip to Europe	39767
Krause Milling Co.	39228
Land, valuation of in flood control areas	39147
Lard	39049, 39605, 40182
Leather	39014, 39573, 40150
Lecithin	39050, 39606
Lignin	39098, 39671, 40246
Lockwood, J. E.	39599
Macaroni	40105, 38813, 39529, 40105
Malting	39001, 39557, 40135
Mayonnaise	38812, 39528, 40104
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Milk	38811, 39527, 40103



National Cottonseed Producers Association	38517, 40266
National Fertilizer Association	39113
National Fire Protection Association	39114
National Research Council	39684
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Machinery, equipment	38503, 39029, 39590
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Ohio State Research Foundation	39237
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Olive oil	39053, 39607, 40182
Olives	40107, 38817, 39531, 40107
Orange oil	39054, 39608, 40184
Paine, H. S., trip to Europe	39208
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Paper	39065, 39618
Papaya	38991, 39548, 40125
Patents	38670, 39206, 38482
Peat	39447
Peanut oil	39055, 39609, 40185
Pectin	40110, 38820, 39533, 40110
Peppermint oil	39056, 39610
Phosphate land purchases by TVA, report of	39664
Pickles	38270, 38654, 40108, 38818, 39532
Pineapple	38994, 39551, 40128
Pine oil	39031, 39592, 40167
Pitch	39032, 39593
Plant extracts	38516, 39520
Plant nutrients	39144
Plant preservation	39715
Plastics	39730, 40197
Poisoning, food	40109, 38819
Projects, lines of work	38693, 38700, 39035, 38522, 38531, 39155, 39826
Rice flour	39002, 39558, 40136
Rosenbaum grain elevator explosions, Chicago	40357
Rosin	38450, 39034, 39594, 40168
Rubber substitutes	40281
Rye flour	39004, 39560, 40138
Salad dressing	40112, 39535

Sauerkraut	40114, 38825, 39537
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Sesame seed oil	39057, 39611
Soaps	39058, 39612, 40186
Sodium chlorate	38675, 39480, 40054
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Soils and crops	39090
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Soybean oil	39059, 39613, 40187
Soybean Industrial Products Laboratory	38615, 39674, 40251
Spices	38829, 39539, 40116
Starch, adhesives	39085, 39659
Starch plant, Laurel, Miss.	30089, 39191, 39663, 39732, 39820, 40236, 39089
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Syrup	38272, 38593, 38656, 40113, 38828, 39212, 39536, 40316
Tanning materials	39016, 39575, 40152
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Vegetables	38691, 38273, 38830, 39541, 40118, 40271
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Walnut oil	39062, 39616, 40190
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Waterproofing farm fabrics	40083, 38794, 39507
Weed, chemical eradication	38679, 39481
Wheat flour	39005, 39561, 40139
Wheat germ oil	39063, 40191
Wine	38284, 38646, 38775, 39474, 40049
Yeast	38277, 38834, 39544, 40121



# APPENDIX IV

## Select List of Subjects and File Numbers in the General Correspondence of the Chemical and Technological Branch of the Bureau of Chemistry and Soils (Entry 43)

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Baked products	435	Fish	414, 415
Baking chemicals	485	Flavors	461
Baking powder	485	Flour. <u>See</u> Grains	
Beans	421	Food	
Beverages		Adulteration of	400.20
Distilled	476	Analysis of	400.30
Fermented	474	Canning	400.61
Soft	475	Defining	400.40
Bleaching	400.98	Drying	400.62
Bottlers' and fountain preparations	471	Infant	437
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Chemical preservatives	481	Prepared	436
Chemical sweeteners	482	Preserving	400.60
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Coffee	473	Grains, flours, stock feeds	430
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Colors	483	fungicides	
Commercial concerns	040.04	Jams	443
Cooperation, foreign	040.03	Leather	720
Dairy products	416	Legislation, laws, ordinances	060
Dietetics	403	Maple products	444
Drugs, chemicals	500	Meat	411
Dust, smut	770	Mineral substances	486
Dyes		Molasses, syrup	445
Analysis of	710	Narcotics	570
Conservation of	712	Naval stores	730
Manufacturers of	714	Oils, fats, wax	450
Processes for manufacture	718	Paper investigations	740
Reports	710	Patents	064
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Waste of	712	Pickling	400.67
Eggs	413	Plant chemistry	761
Explosions, fires	771	Poultry	412

Project reports	004	Sugars	447
Publications	020	Sulphuring	400.98
Sauces	463	Tea	472
Smelter fumes	766	Toilet preparations	581
Smoking (liquid smoke)	400.66	Vegetables	
Soils	765	Leaf, stem	422
Spices	460	Root	424
Starch	446	Vinegars	464
Stock and poultry feeds	432	Wine	478
(other than grain)			





For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Section, National Archives, General Services Administration, Washington 25, D. C.





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PRELIMINARY

INVENTORIES

Number 150

THE SIR HENRY S. WELLCOME PAPERS  
IN THE FEDERAL RECORDS CENTER  
SEATTLE, WASHINGTON

Compiled by Elmer W. Lindgard

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The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1963





PRELIMINARY INVENTORY OF THE  
SIR HENRY S. WELLCOME PAPERS  
IN THE FEDERAL RECORDS CENTER  
SEATTLE, WASHINGTON

(Record Group 316)

Compiled by Elmer W. Lindgard



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1963



National Archives Publication No. 63-17

Library of Congress Catalog Card No. A63-7139

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the nearly 350 record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

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When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of the Civil War have been described in Guide to Federal Archives Relating to the Civil War, those of World War I in Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 25,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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## INTRODUCTION

The Wellcome Trust, created by the will of Sir Henry S. Wellcome, made possible in 1961 the transfer of certain records held at Tuckahoe, N.Y., to the National Archives and Records Service of the General Services Administration. These records, now in the Federal Records Center at Seattle, may be consulted by representatives of the Wellcome Trust, scholars, and any others interested. The records were accumulated by the "Metlakahtla case" office in Washington, D.C., up to the time of its closing in 1936, shortly after Sir Henry's death. They are referred to in this inventory as the Sir Henry S. Wellcome papers or simply as the Wellcome papers.

For many years Sir Henry Wellcome championed the cause of Father William Duncan in Duncan's fight to retain control of the Metlakahtla mission he had established on Annette Island in the Territory of Alaska; and after Duncan's death Sir Henry collected material to support, on behalf of Father Duncan and his estate, "certain just claims against the Government of the United States." These words, contained in Father Duncan's will, led to the establishment of the Metlakahtla case office.

Father William Duncan went to Fort Simpson, British Columbia, in 1856 as a lay missionary for the Anglican Church Missionary Society. At Fort Simpson he did signal work for the Metlakahtla Indians, founded a settlement for them, and--in trying to apply his theories of "practical Christianity"--came into conflict with his church. In his attempt to get support for the transfer of the Indians to a new location somewhere in Alaska, he visited the United States in 1886 and enlisted the sympathies of the President and other Government officials, although he got no official recognition from Congress at the time.

The creation of the Annette Island Reserve in 1891 followed soon after Father Duncan and his charges migrated from British Columbia to Alaska. By 1908, however, troubles began in the Annette Island colony. They grew out of two contesting forces: one, Father Duncan's dominance in Metlakahtlan affairs, much in evidence because of his concurrent roles as pastor, magistrate, and commercial leader; and the other, the U.S. Government's initial actions toward providing education for a number of Metlakahtlans who had petitioned for the establishment of a secular school, with more vocational training than was given in the school administered by Father Duncan. Eventually Sir Henry Wellcome, who had already helped Father Duncan in founding the new Metlakahtla settlement on Annette Island, pleaded the cause of the "Duncan faction" in Washington.

Sir Henry was a figure of world importance. A brief sketch in the British Who's Who for 1934 discusses his long and distinguished scientific career in the fields of medicine, pharmacy, chemistry, archeology, anthropology, geography, and nautical science and his humanitarian espousal of many such causes as that of Father Duncan and the welfare of the



Metlakahtla natives. Sir Henry lavished his great wealth on the welfare of his fellow man and on the advancement of knowledge. He established a bureau of scientific research, which during World War I he put completely at his government's disposal.

His part in the Metlakahtla controversy consisted primarily of (1) his championing of Father Duncan as leader of the Metlakahtla Indians while they were still in British Columbia; (2) his efforts, promoted partly by his book, The Story of Metlakahtla, to effect the Indians' transfer from Canada to Annette Island and their establishment there; (3) his acting through his attorneys for the trustees of the estate of William Duncan, for other friends of Father Duncan, and for the Metlakahtla Christian Mission; and (4), indirectly, his running battle with the U.S. Government as represented by the Secretary of the Interior and the Bureau of Education--a battle fought both before and after Duncan's death.

Sir Henry's failure to obtain results through appeals to the Secretary of the Interior prompted him to look to Congress for relief. The Metlakahtla case may be regarded as the "Brief on the Law" filed with the Department of the Interior in 1926 or as the new pleas that took form in "Dr. Mark A. Matthews' Independent Report." The latter, however, was not published before Sir Henry's death. In neither case was suit brought against the U.S. Government. In its total context the Metlakahtla case might be considered a history of both "Old Metlakahtla" in British Columbia, and "New Metlakahtla" on Annette Island.

An Interior Department investigation of the Metlakahtla case is documented in the "Report to the Secretary of the Interior by Committee on Matters Pertaining to Annette Island Reserve, Alaska, May 3, 1927," referred to as the Hunter Report (see entry 9 of the inventory). Authorship is indicated at the end of the report, where the name of Donald V. Hunter appears with six others--all presumably of the Solicitor's Office of the Department of the Interior.

The Wellcome papers constitute part of Record Group 316, Private Papers Given to the National Archives. They are dated from 1856 to 1936 and amount to 105 cubic feet. Their sources are varied. The collection contains originals or copies of correspondence, documents, or other materials obtained or reproduced from the records of the U.S. Department of the Interior, the Bureau of Education, the Alaska Board of Education, and the Alaska Territorial Governor's Office; papers of Father Duncan and others; letters from persons with whom Sir Henry had dealings; and records of the Metlakahtla case office in Washington, D.C. The papers relate chiefly to the Metlakahtla Indians and to Father Duncan. Searchers examining them will find information on several related topics: the sacrifices of Father Duncan, the case against the U.S. Government, the management and conduct of the Metlakahtla case as exemplified by the workings of Sir Henry S. Wellcome's office in Washington, the effect of Sir Henry's

support of Father Duncan on the policies of the Department of the Interior, and the role of Dr. Mark A. Matthews, clergyman of Seattle.

Other records relating to Father Duncan as the Indians' spiritual leader and promoter of their economic development at Annette Island, including his repeated protests against U.S. Government policies, are among the records of the Alaska Territorial Governor's Office; these too are at the Seattle Federal Records Center.





## THE SIR HENRY S. WELLCOME PAPERS

### CORRESPONDENCE AND OTHER RECORDS RELATING TO FATHER DUNCAN AND THE METLAKAHTLA SETTLEMENT

These papers (besides some published materials) include correspondence, documents, statements, and writings; some of the papers are originals and some are copies transcribed from identified sources. Well indexed, they document the life, activities, and interests of Father Duncan; they indicate the peculiar needs of the Metlakahtla Indians and their progress toward Christianity and civilization; and they show the independent or interdependent actions and reactions and the policies and activities pursued (or deferred to) by Father Duncan, the U.S. Government, religious and secular organizations, and the Indians. The Government is represented within these papers not only by the Department of the Interior and its offices--of Indian Affairs, of the Bureau of Education, and of the Governors of the District and Territory of Alaska--but also by other Federal departments concerned with Alaskan affairs during the formative period of this region.

A METLAKAHTLA HISTORY ("A-L FILE"). ca. 1856-1936. 27 ft.

1

This series is the core of the Sir Henry S. Wellcome papers. It comprises reproductions of correspondence, documents, and other materials to which all of the elements of a specially devised classification scheme and an elaborate index (see entry 2) were applied. In the "A" classification, "Government Documents," for instance, are records pertaining to education in Alaska; these include documents of the U.S. Bureau of Education, the Alaska Territorial Board of Education, and Alaska Territorial Governors; some of the records pertain to Father Duncan of Metlakahtla and to Sheldon Jackson, outstanding Alaskan spokesman for both public education and Presbyterian missions. The "G" classification, "Newspapers, Periodicals, etc.," includes subjects much broader than Metlakahtla and not necessarily related to it. The A-L file contains copies or briefs of records, many of which bear notations showing that they were prepared from and checked against originals of correspondence and documents selected from the papers described in entry 3, below, or from other sources. Each copied item bears in the upper right corner its alphabetical designation of the A-L classification, its folder number, and its number within the folder. Hand-stamped or hand-printed subject titles of the related index (see entry 2) appear in the left margins opposite the applicable subject matter recorded on these sheets. The folders in the A-L file number from 1 through 417; the "L" part of this file, however, bears no folder numbers. The series is arranged first by letter designation of the filing scheme, thereunder by folder number, and thereunder chronologically.

Appendix I of this inventory identifies the A-L classification of sources, correspondents, and special file groupings. A limited application of the A-L scheme is used for the records described in entries 3 and 6, below.



INDEX TO A-L FILE. n.d. 30 ft.

2

A subject index, on 3" x 5" cards. The subject titles represent names, places, topics, and so forth. Each card identifies the subject matter of a document, gives its location within the A-L file, and briefs the indexed document. The cards are arranged alphabetically by subject.

ORIGINALS OF THE A-L FILE. ca. 1864-1930. 11 ft.

3

This file contains originals (or in lieu thereof, photostats, printed matter, and so forth) from which the A-L file described in entry 1 was reproduced. There is much duplication; the pertinent typewritten (and proofread) copies are, however, fastened to each source document. The significance of this series lies in its original (signed) correspondence and documents, including letters signed by Father Duncan, Sheldon Jackson (U.S. General Agent of Education for Alaska), and Sir Henry Wellcome. Arranged by letter designation of the A-L file and thereunder chronologically.

INDEX TO ORIGINALS OF THE A-L FILE. n.d. 1 ft.

4

A subject index, on 3" x 5" cards. Each card identifies the subject matter of a document, gives its location within the series described in entry 3, and briefs the indexed document. The cards are arranged alphabetically by subject.

CORRESPONDENCE AND OTHER RECORDS RELATING TO THE  
ADMINISTRATION OF THE "METLAKAHTLA CASE"

These papers comprise correspondence, memoranda, documents, and other items that relate principally to the planning and promotional stages of the Metlakahtla case. Included are compilations of evidence, selected documents of varying importance, special indexes, transmittals of correspondence to Dr. Wellcome, correspondence with Dr. Mark A. Matthews (pastor of the First Presbyterian Church of Seattle), communications concerning the Metlakahtla settlement, and correspondence with others directly or indirectly associated with carrying out the terms of Father Duncan's will and with promoting his program. Organizationally these papers represent three complete segments (and residual papers drawn from other screened segments) of the Washington office files relating to persons or to confidential matters. These are described in items 13-49 in appendix II of this inventory. The persons named therein were associates of Sir Henry Wellcome; together they formed part of the salaried Metlakahtla case office maintained by him at Washington, D.C. Biographical sketches of some of the correspondents identified in this inventory and sketches of personnel of the Metlakahtla case office staff are among the plates for illustrations described in entry 10, below.

CONFIDENTIAL DOCUMENTS ("CC FILE"). ca. 1926-36. 4 ft.

5

This series comprises folders labeled "confidential" that contain records concerning the supervision of the Metlakahtla settlement or



the course of its affairs. Some of the records show the transmission of papers to Dr. Wellcome. Others bear the notation: "To [office associate] from H.S.W."; these concern the management of the Metlakahtla case, including the final phases of completion and review by the Washington, D.C., office (see entry 9). These records include typewritten and carbon copies and originals of correspondence. Arranged chronologically.

"F. A. ROMAN" FILE. ca. 1856-1933. 3 ft. 6

F. A. Roman, an agent for Sir Henry Wellcome, visited Alaska to examine the records of the Metlakahtla Council and participated in the inquiries made in the Department of the Interior. His file typifies the makeup and content of a number of working files maintained by associates of Dr. Wellcome who were engaged in documenting the Metlakahtla case. Most of such working files comprise duplicates of the A-L file described in entry 1; the duplicate materials have been segregated for future disposal. Other items in this series include work papers labeled "Parts I through V of Dr. Mark A. Matthews' Independent Report," "Bibliography--Lists and References," and "List of Legal Citations and Opinions." Arranged by subject and thereunder chronologically.

LEGAL RECORDS ("PENFIELD AND STRONG FILE"). ca. 1891-1927. 2 ft. 7

This series contains some original letters to Father Duncan concerning the Metlakahtla settlement; the letters were sent by offices of the District and Territory of Alaska, by Federal offices concerned with Alaska, and by the law office of T. N. Strong, Portland, Oreg. The rest of the series concerns the legal aspects of Metlakahtla affairs, as exemplified by papers recording the activities of W. S. Penfield of Washington, D.C., who together with F. R. Shearer prepared, on behalf of Sir Henry Wellcome, "The Metlakahtla Case--A Brief on the Law." The material is arranged by folder number or by subject. For an index, see entry 8.

INDEXES. n.d. 7 ft. 8

These indexes typify the extent and variety of detail involved in the documentation of the Metlakahtla case. The index to the voluminous A-L file is described above in entry 2. Three other indexes relate to Dr. Matthews' "Independent Report"; a fourth index covers the content of the Hunter Report (to the Secretary of the Interior). Other indexes, filed elsewhere, relate to the following:

1. The Penfield and Strong File, described in entry 7.
2. The "Minthorn Church Notes." Dr. and Mrs. H. J. Minthorn were Father Duncan's assistants at the Metlakahtla settlement. By appointment of the trustees of Father Duncan's will, they became his missionary successors in the Metlakahtla Church.
3. The "Marsden Notes." Edward Marsden served as secretary of the Metlakahtla Council. His early years' association with Father Duncan prompted his continued high regard for Duncan's position in



the Metlakahtla colony; but his friendship for Sheldon Jackson, his efforts to get formal theological training in the United States, and his affiliation with the Presbyterian Church did not endear him to Father Duncan during the later years of their association.

Most of the indexes are arranged alphabetically by person, place, or topic; a few are chronologically arranged. The cards usually show the subject of the indexed sources or quote from them; some cards give briefs of published articles and names of correspondents. The index key to a given document is usually a page or folder number reference.

RESIDUAL PAPERS. ca. 1887-1936. 10 ft.

9

This series is composed of selected papers or file segments drawn from the working files of Dr. Wellcome's associates and accumulated or used in the preparation of the Metlakahtla case. These residual papers are itemized in appendix IV of this inventory. Among them are the Hunter Report and the printer's copy of the independent report of Dr. Matthews of Seattle. Matthews' report is entitled "The Despoiling of the Metlakahtla Christian Mission in Alaska Founded by William Duncan." The illustrations (plates) used in this report are described in entry 10.

#### OTHER RECORDS

Although the nontextual records described below do not wholly relate to the Metlakahtla settlement, they are part of the Sir Henry S. Wellcome papers and they generally complement the records already described. A few documents are included that were maintained with the photograph collection.

PHOTOGRAPHS. n.d. 7 ft.

10

These photographs depict chiefly the inhabitants of the Metlakahtla settlement and activities there. They illustrate the leadership of the colony in the person of Father Duncan; the style of its buildings, including churches and houses; the surrounding scenery; special events or celebrations; family groups; and other group or individual Metlakahtla Indians and their activities. Also included are photographs of persons who contributed to the advancement of the Metlakahtla case--these are only a few of the plates of illustrations for Dr. Matthews' "Independent Report." The prints are of several sizes; some are in albums; some are mounted and serially numbered; and some are unarranged. Within this series--drawn from the "photograph file" of the Washington, D.C., office--are some correspondence and the following miscellaneous items: topically arranged pictorial data, glass-plate negatives of published articles, news clippings, travel diary notes, and selected background material related to Alaska. These miscellaneous items were given by a Miss Feist to Sir Henry Wellcome in 1933 or later.

MAPS AND OTHER REPRESENTATIONS. n.d. 3 ft.

11

This series comprises maps, plats, plans, and drawings pertaining to Alaska and to the development of the Metlakahtla colony.

## APPENDIX I

### Classification of Documents in the "A-L File" (Entry 1)

- A. Government documents
- B. Duplicate of "A" file
- C. Council records
- D. Excerpts from Government publications
- E. Selected letters of Mr. Duncan
- F. Duncan-Strong correspondence
- G. Newspapers, periodicals, etc.
- H. Minthorn correspondence
- I. Native documents
- J. Miscellaneous documents (from sources other than outlined above)  
arranged chronologically
- J. Special. Documents assembled in groups dealing with special events,  
where the date seems of prime importance. The pivotal date in  
each group has been used as the key number. For instance, J 170307  
indicates that the pivotal date is March 7, 1917.
- K. Excerpts from books (pertaining to Duncan and Metlakahtla)
- K-1. Excerpts from books not pertaining to Duncan and Metlakahtla (world-  
wide missions)
- L. Alphabetical arrangement of documents, where the person, place or  
subject seems of prime importance (not yet indexed)

Detailed Description Attached [\*]

H. D. Robbins.

August 10, 1927.

Revised 8/24/31.

[\*For the location of this detailed description, see appendix IV.]



## APPENDIX II

### Memorandum by H. D. Robbins Re Contents of File Cases [Sir Henry S. Wellcome Papers]

DRAWER NUMBER	FOLDER
1.	1-29            A 1869-1913
2.	30-55           A 1914-1921
3.	56-63-3        A 1922-1928
	64-77
	78-83           A-1 to A-7
4.	84-88           D
	91-136          E (up to 1910)
5.	130-136        E (1911-1918)
	136-1 -
	136-12          E-1 to E-11
	137-175-1      F
6.	176-250-4      G 1856-1932
7.	251-267        H
	271-317        I
8.	320-378        J Special
9.	381-390-2      J Chron.
	392-402        J Non-imp
10.	406-410        K
	411-417        K-1
11.	L-a -- L-1
12.	L-m -- L-z
13.	T. C. Doran--Excerpts on Sectarianism, World Wide Missions, Policies and Methods, etc.
14.	xA      1906-1915
15.	xA      1916-1921
16.	xA      1922-1926
17.	New Material to be indexed.
18.	"CC"
19.	Ribbon copies of "O" (originals).
20.	"O"; also current work of E. M. Scaife; P. B. Manheim; A. T. Muckenfuss; G. Liter; M. Dawson.
21.	H. D. Robbins
22.	H. N. Lawrie
23.	Photograph file, special arrangement
24.	Penfield Folders 1 to 9; also routine letters. (Business.)
25.	H. D. Robbins
	T. C. Doran; R. M. Doran
26.	Old Copy sent to Printer
27.	F. A. Roman
28.	G. Minthorn

DRAWER NUMBER	FOLDER
29.	xC; C-1 to C-6 xD
30.	xE; E-1 to E-12 xF - 1896
31.	xF - 1897 xG
32.	xH xI
33.	xJ
34.	xK and xK-1 xL
35.	B 1869-1916
36.	B 1917-1927 B-1 to B-6
37.	xA 1927-1928 xA-1 to A-7
38.	J. W. Witten H. B. Hastings
39.	H. S. Wellcome J. W. Witten
40.	F. A. Roman
41.	"O" A 1886-1914
42.	"O" A 1915-1926
43.	"O" C, D, E.
44.	"O" F, G.
45.	"O" H
46.	"O" I Also Myers Records
47.	"O" J, K.
48.	"O" L
49.	Copies of Will, Record of Searches, Bulletins
50.	Photographs
51.	Photographs; Rechecked material.



### APPENDIX III

#### Record of Card Indices (Entries 2 and 8)

##### Drawers No.

1 - 80	Alphabetical index of "A" to "L" files.
81 - 85	Alphabetical index of Hunter Report.
86	Alphabetical index of Brief on the Law. [*]
87	Misc. index. A to Z.
88	"CC." [*]
89 - 91	"O."
92	Card index to Introductory documents and to Part I.
93	(In store room) W.S.P. index.
94	(In store room) F.A.R. [F. A. Roman] index to documents used in Independent Report.

/s/ H D Robbins  
8/21/31

[\*Not found among the Sir Henry S. Wellcome papers.]

## APPENDIX IV

### List of Residual Papers (Entry 9) (Compiled in the Federal Records Center, Seattle)

Selected Father Duncan and Metlakahtla items.

Metlaka[h] tlah Inquiry (British Columbia)--1884.

"The Metlakahtla Case--A Brief on the Law."

Incomplete arrangement of Dr. Matthews' Independent Report.

Hunter Report--"Report to the Secretary of Interior by Committee on  
Matters Pertaining to Annette Island Reserve, Alaska, May 3, 1927."

Letters: (1) to President Hoover, showing the President's relationship  
to the Minthorns.

(2) to Dr. Mark A. Matthews of Seattle, introducing Sir Henry S.  
Wellcome.

Work Papers regarding legal preparation and presentation of case; Other  
Metlakahtla business--Cannery and Industrial Company.

Sir Henry Wellcome items: Review of Metlakahtla case; review of business  
matters; and interviews.

Dr. Matthews Items: Metlakahtla case preparation; Seattle Star article;  
Radio Station KTW.

List of writings in support of Duncan views; and other religious articles  
or excerpts from articles.

Marsden notes.

Comments regarding the Hunter Report.

Alaska--Census Report of 1890; Alaska railroad map; list of Government  
articles; Alaska Native Brotherhood, constitution.

Items (publications) not related to Metlakahtla.

Transmittals of correspondence to Sir Henry S. Wellcome.

Metlakahtla case office, financial reports.

Correspondence of Sir Henry S. Wellcome with Dr. Mark A. Matthews of  
Seattle.

Sir Henry S. Wellcome personal papers, including a small file of early  
letters from Father Duncan.

Printers' copy: "Survey of Conditions of the Indians in the United  
States--Metlakahtla Indians." This apparently is a copy of hearings,  
before the Senate Committee on Indian Affairs, that has not been  
found in the voluminous printed Hearings.

"The Despoiling of the Metlakahtla Christian Mission in Alaska Founded  
by William Duncan."

Operation of the Metlakahtla case office--assembling of files and reports;  
timekeeping; and so forth. Includes the file-classification scheme  
in detail.

Miscellaneous papers.





For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Division, National Archives, General Services Administration, Washington 25, D. C.





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ILLINOIS HISTORICAL SURVEY

PRELIMINARY



INVENTORIES

Number 151

RECORDS OF THE OFFICE OF THE  
U.S. HIGH COMMISSIONER  
TO THE PHILIPPINE ISLANDS

Compiled by Richard S. Maxwell

THE LIBRARY OF THE

SEP 15 1967

UNIVERSITY OF ILLINOIS

The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1963





PRELIMINARY INVENTORY OF THE RECORDS OF  
THE OFFICE OF THE U.S. HIGH COMMISSIONER  
TO THE PHILIPPINE ISLANDS

(Record Group 126)

Compiled by Richard S. Maxwell



The National Archives  
National Archives and Records Service  
General Services Administration

Washington: 1963



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Library of Congress Catalog Card No. A63-7137

## FOREWORD

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Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. A comprehensive guide devoted to one geographical area--Guide to Materials on Latin America in the National Archives--has been published. Forty-four Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and the Middle East, have so far been issued. Records of the Civil War have been described in Guide to Federal Archives Relating to the Civil War, those of World War I in Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 25,000 rolls of this microfilm, many of which are described in the List of National Archives Microfilm Publications (1961), are available for purchase.





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see next. Survey





## INTRODUCTION

The Philippine Islands came under the control of the United States as a result of the Spanish-American War. By the treaty signed at Paris on December 10, 1898, Spain ceded the Philippine territory of 114,000 square miles to the United States. The Philippine Commission was established by an Executive order of March 16, 1900. In accordance with instructions of the President to the Commission on April 7, 1900, and an Executive order of June 21, 1901, the powers and duties conferred on the Philippine Commission and the Civil Governor were to be exercised under the direction and control of the Secretary of War. An act of Congress of July 1, 1902 (32 Stat. 691), ratified and approved the Presidential instructions and Executive order. In 1907 the Philippine Assembly was established and its members were elected by the Filipino people. The Assembly was in effect the lower house of the Legislature and the Commission was the upper house.

From the beginning of the American administration of the Philippine Islands, the Filipino leaders pressed constantly for independence. On August 16, 1916, Congress passed the Philippine Autonomy Act (39 Stat. 545), placing the legislative power in the hands of the Filipinos, re-enacting the bill of rights, and establishing an almost complete self-government. By provisions of the act the chief executive, the Governor General, continued to be appointed by the President of the United States and the Secretary of War continued to have certain statutory duties and powers in connection with the administration of the Philippine Government.

The Hare-Hawes-Cutting Independence Act of January 17, 1933 (47 Stat. 761), fixed the date of political independence for the Philippine Islands as 10 years later; provided for a 10-year transition period under an autonomous commonwealth; and stipulated that the act should not become law until it was accepted by the Philippine Legislature. The act was vetoed by the President of the United States but was passed over his veto. The Ninth Philippine Legislature met and rejected the act on October 17, 1933.

During the 1933-34 period Filipino leaders came to the United States seeking more favorable legislation. Since it seemed unlikely that Congress would pass the measures they sought, the leaders agreed to accept legislation similar to the Hare-Hawes-Cutting Act. An act, known as the Tydings-McDuffie Independence Act (48 Stat. 456), was passed on March 24, 1934, and was accepted by the Ninth Philippine Legislature on May 1, 1934. The act, also known as the Philippine Commonwealth and Independence Law, provided that a Commonwealth be established in the Philippine Islands and then, at the end of a 10-year transition period, a Philippine Republic. The former Government of the Philippine Islands was terminated and the authority previously conferred on the Governor-General of the Philippine Islands, the Secretary of War, and other officials was given to the



President of the United States. He in turn delegated his authority to three agents: a U.S. High Commissioner, who would be his representative in the Philippine Islands; the Secretary of State in Washington, who would conduct foreign affairs affecting the Philippines; and the Secretary of War, who would continue to administer certain other affairs pertaining to the Philippines.

The Tydings-McDuffie Independence Act stated that the High Commissioner "shall be the representative of the President of the United States in the Philippine Islands and shall be recognized as such by the government of the Commonwealth of the Philippine Islands, and by the commanding officers of the military forces of the United States, and by all civil officials of the United States in the Philippine Islands." The Commonwealth of the Philippines formally recognized the authority of the High Commissioner under section 1 of the ordinance appended to the Constitution of the Philippines.

In the administration of the affairs of the U.S. High Commissioner's Office in the Philippines, there was sometimes friction between the Office, the Secretary of War, and other Federal officials in the Islands. On several occasions the President sent detailed instructions in an effort to define the responsibilities of the High Commissioner. In a letter of June 16, 1939, to C. Weldon Jones, the Acting High Commissioner, the President stated that "The instructions which follow are not to be construed as a restriction upon the privilege of the United States High Commissioner to communicate directly with me at any time on any matter." The President further noted that under provisions of Reorganization Plan No. II, submitted to Congress on May 9, 1939, and made effective on July 1, 1939, affairs of the Philippines were to be administered by the Secretary of the Interior. The President noted that communications between departments of the Federal Government and the Office of the High Commissioner would normally pass through the Division of Territories and Island Possessions of the Department of the Interior. The President, however, requested that the High Commissioner communicate directly with the Secretary of State regarding matters involving or likely to involve foreign affairs of the Philippines and international obligations of the United States relating to the Philippines. The matters outlined in the letter are listed below.

1. Duties and functions of Foreign Service officers, insofar as they concern the foreign affairs of the Philippines.
2. Legislative proposals, acts and resolutions of the Philippine National Assembly and orders and proclamations of the Commonwealth authorities affecting or considered likely to affect the foreign affairs of the United States or the Philippines.
3. Admission, exclusion, deportation and repatriation of aliens.



4. Issuance of passports to citizens of the United States in the Philippines and citizens of the Philippines.
5. Registration of citizens of the United States in the Philippines.
6. Extradition of fugitives from justice.
7. Recognition, treatment and activities of foreign consuls in the Philippines.
8. Means of communication between the Philippines and foreign countries (radio, cable, telephone, aviation and shipping).
9. Philippine participation in international conferences.
10. Acquisition or transfer to the Government of the United States of any properties in the Philippines which would be suitable for diplomatic or consular establishments of the United States after the inauguration of the Independent government.

In a letter of May 17, 1940, the President instructed the High Commissioner as follows:

Although it might have been construed that the statutory duties of the former Bureau of Insular Affairs, insofar as they were related to the civil administration of the Philippines, became inoperative when the Commonwealth was recognized by the Presidential Proclamation, the Bureau very properly continued to serve the High Commissioner through the discharge of many functions which he, by reason of his location in the Philippines, was physically unable to handle. This service was likewise of assistance to me inasmuch as the Executive Office could not have assumed these duties without taking over the supervision of at least a part of the Bureau's staff.

This somewhat informal arrangement might have continued indefinitely but for the fact that the Bureau of Insular Affairs was transferred to the Division of Territories and Island Possessions of the Department of the Interior by Reorganization Plan No. II.

It is not my intention to outline in any considerable detail the services which the Division of Territories and Island Possessions could appropriately render, but it would seem that the performance of the following, and related, functions should prove distinctly advantageous to you:

1. Serve as a channel for all official communications between the Philippine Government or the High Commissioner and the departments or agencies of the United States Government in the United States, with the exception of those relating to matters involving the foreign affairs of the Philippines and the international obligations of the United States in respect of the Philippine Islands.



2. Keep informed about conditions and events both here and in the Philippines, so as to inform the President and, when appropriate, the High Commissioner, with respect to matters requiring attention or official action.
3. Study all legislation which may be introduced or under consideration in the Legislature of the Philippine Commonwealth and which would require the approval of the President of the United States, if enacted, contact interested departments of the United States Government for comments and recommendations, and report to the President and the High Commissioner on such legislation.
4. Keep the High Commissioner advised concerning the significance of legislation pertaining to the Philippines, or general legislation affecting the Philippines, which may be introduced or under consideration in the Congress of the United States.
5. Serve as a central repository, for purposes of reference and record, for copies of all official correspondence and documents relating to Philippine matters, other than routine reports and correspondence between the Office of the High Commissioner and agencies located in the Philippines.
6. Serve as a central information agency to which all inquiries on Philippine matters received from the general public, members of Congress, and Government departments and agencies can be referred for appropriate handling.
7. Continue to exercise general supervisory control over transactions affecting the currency reserves and sinking funds in the United States belonging to the Philippine Government with a view toward safeguarding the interest of American bondholders and preserving the good name of the United States Government which sponsored the sale of Philippine bonds.
8. Assist the High Commissioner in obtaining adequate appropriations for the maintenance of his office.
9. Handle procurements and disbursements for the High Commissioner in Washington--The War Department to continue to render this service in the Philippine Islands until other arrangements are found necessary.
10. Continue to render miscellaneous services of the character now performed, such as assisting special Philippine students



in this country, arranging for transportation of persons and things to the Philippines, distributing publications and documents issued by the Philippine Government, forwarding the Philippine Government reports of interest, and exchanging of Court Reports with the Philippine Government.

11. Conduct such studies and submit such reports relating to Philippine affairs as the President may from time to time request.

Shortly after the Japanese attacked Pearl Harbor the Philippine Islands became involved in the war. The High Commissioner conferred with naval authorities about the desirability of evacuating employees from Manila by sea. It was decided that the risks involved would be too great and that it would be better for the employees to remain in Manila.

On December 24, 1941, the High Commissioner received an urgent telephone call from Gen. Douglas MacArthur requesting that he and President Quezon leave Manila within 4 hours to set up a temporary seat of government at Corregidor. The High Commissioner agreed but, before leaving, instructed Claude A. Buss, his Executive Assistant, to destroy all papers and files that should not fall into enemy hands. On February 10, 1942, General MacArthur received a message from President Roosevelt suggesting that the High Commissioner and President Quezon should be evacuated from Corregidor. On February 24, the High Commissioner left Corregidor by submarine at 3 o'clock in the morning. After a perilous 13-day trip he reached Australia and from there he flew to the United States, arriving on March 13.

During the months of April, May, and June 1942 the High Commissioner, with an office in the new Department of the Interior Building, worked on the problem of getting relief to the civilian population interned in the Philippines.

By midyear 1942 the Philippine Islands had been captured by Japanese forces and the affairs relating to the Islands were being handled in the Department of the Interior. By Executive Order 9245, dated September 16, 1942, President Roosevelt transferred the functions, powers, and duties of the High Commissioner, together with the personnel, records, property, and funds of the Office, to the Secretary of the Interior.

In a letter dated September 16, 1942, the President requested the Office of the High Commissioner, under the direction of the Secretary of the Interior, to undertake the investigation, study, and consolidation of plans for an orderly rehabilitation of the Philippines. He included a brief and tentative outline of the rehabilitation program:

1. Civil government rehabilitation appropriation.
2. Public works restoration appropriation.



3. Bank rehabilitation loan.
4. New currency issue and redemption act.
5. Industrial reestablishment loan.
6. Revision of United States-Philippine trade relations.

Multiple responsibility and action on Philippine affairs, as carried on in the Department of the Interior, caused confusion and difficulty. Richard R. Ely, Supervisor of Philippine Affairs in the Division of Territories and Island Possessions, in a memorandum of August 27, 1942, to the Director of the Division of Territories and Island Possessions, suggested that there be a reorganization of the High Commissioner's Office. In opposing the combination of the Office with the Philippine Section of the Division of Territories and Island Possessions, Ely wrote:

This would mean that a large volume of correspondence now being handled by the High Commissioner's present staff, of which the Department has no record or knowledge, would be transferred to the Philippine Section for handling. This correspondence consists of a heavy volume of letters to and from relatives in the United States of several thousand civilian Americans in the Philippines; contacts with the State Department, the American Red Cross, the International Red Cross, and the Prisoners of War Bureau of the War Department on various matters connected with internees in the Philippines, such as securing general information as to the welfare and treatment being given the internees, the possibility of sending assistance to them and the discussion of plans for repatriating them which are under negotiation between the State Department and the Japanese Government. Before the High Commissioner came to Washington this type of matter was being cleared through this Division which for forty years had been the normal clearing house for Federal matters pertaining to the Philippines, but when the High Commissioner arrived in Washington he established direct contacts with all the individuals mentioned above and his office has now become the clearing house for all such information. In peace times all of his correspondence was routed through the Section or through the Office of Philippine Affairs of the State Department and complete records were available, but the way matters are being handled now if the High Commissioner's Office were to be reestablished tomorrow and his records taken back to Manila there would be an unfortunate gap in records and the Department would be called upon to act on many things for which commitments had been made by the High Commissioner without any knowledge of what these commitments were.

A further discussion concerning the activities of the Office was embodied in a memorandum of October 12, 1942, from E. D. Hester,



Economic Adviser to the High Commissioner, to the Under Secretary of the Interior:

Considering the special circumstances, particularly the fact that the Secretary of the Interior is a successor to the High Commissioner, and the character of personnel of the two offices, the following division of functions respecting the Philippines is suggested:

- A. The Secretary of the Interior, as such, and as successor to the High Commissioner, shall:
  - 1. With such consultation or written advice as he may desire, determine all matters of general policy respecting United States administration of the Philippines.
  - 2. Conduct all conferences with, receive all communications from and sign all communications to the Philippine President, Vice President and Resident Commissioner.
  - 3. Make all final decisions respecting matters, organization, personnel, records, property and funds of the High Commissioner's office.
  
- B. The High Commissioner's office shall be considered to be attached to the office of the Secretary of the Interior and shall:
  - 1. At their request, confer with and advise the Secretary of the Interior, the Chief of the Division of Territories and Island Possessions, and the Supervisor of the Philippine Section, thereof, and such other officers of government within and without the Department of the Interior as the Secretary of the Interior may designate, relative to Philippine affairs and related problems in other territories and possessions.
  - 2. Inform the Secretary of the Interior of current Philippine conditions, particularly conditions which may bear on determination of policy.
  - 3. Prepare and submit to the Secretary of the Interior a program for post-war economic, financial and administrative rehabilitation of the Philippine Islands.
  - 4. Conduct and maintain a file of correspondence relative to United States citizens detained by the enemy in the Philippines and, for this purpose, keep in contact with the Office of the Provost Marshal General and the Special Division of the Department of State.
  
- C. The Division of Territories and Island Possessions, through its Philippine Section, shall:
  - 1. Act as fiscal agent for the Philippine Commonwealth Government and perform all other duties in respect to the Philippines imposed upon the Division of Territories and Island



Possessions as such and as successor to the Bureau of Insular Affairs by statute, order, custom, or direction of the Secretary of the Interior.

2. Inform and advise the Secretary of the Interior and the High Commissioner's office in respect to the movement of Philippine funds coming to their notice as fiscal agent of the Philippine Commonwealth Government.
3. Conduct and maintain files of all correspondence in respect to the Philippines other than that referred to in B-4 above.
4. Keep all records of personnel, property and funds of and act as payroll, budget and procurement officer of the High Commissioner's office.

The personnel of the High Commissioner's office now in Washington is advisory and secretarial in character. It is listed as follows--:

Legal Adviser  
Economic Adviser  
Financial Expert  
Private Secretary  
Confidential Secretary  
Stenographer  
Messenger.

The activities of the staff of the Office of the High Commissioner continued under this organizational plan, with certain duties added from time to time. The Under Secretary of the Interior, Abe Fortas, wrote to Harold D. Smith, Director of the Bureau of the Budget, on May 27, 1944, stating that the Office was engaged in (1) preparation of a card index covering all American civilian internees in the Philippines (about 4,000 cards) and (2) preparation of Philippine relief data cards for the municipalities in the northern islands of the Philippine Archipelago.

Order No. 2028, issued by the Secretary of the Interior on February 16, 1945, delegated authority to the Executive Assistant to the High Commissioner to determine rights, under the Missing Persons Act, of those employees of the Office who had been interned or detained under enemy control in the Philippine Islands. This order was amended by Order No. 2053, issued by the Secretary on May 9, 1945, "to determine rights under the Missing Persons Act (56 Stat. 144) of: 1. Employees who have left the Philippine Islands to return to the United States, authority vested in the Executive Assistant to the United States High Commissioner. 2. All other employees of the Office of the United States High Commissioner, delegated to the Economic Adviser to the High Commissioner."

As the war in the Pacific drew to a close, preparations were begun for the independence of the Philippines. The President's Executive Order 9616, dated September 14, 1945, stated that:



1. Executive Order Number 9245 of September 16, 1942, is hereby repealed and the functions, powers, and duties of the United States High Commissioner to the Philippine Islands, together with the personnel, records, property, and funds of the office of the United States High Commissioner to the Philippine Islands are transferred from the Secretary of the Interior to the said United States High Commissioner to the Philippine Islands.
2. All powers and authority of the President in respect to the Philippine Islands and the government of the Commonwealth of the Philippine Islands, its branches, sub-divisions and instrumentalities which may be lawfully so delegated are hereby delegated to the United States High Commissioner to the Philippine Islands.

The President of the United States proclaimed the independence of the Philippine Islands by Proclamation No. 2695, of July 4, 1946. In a letter of the same date to Paul V. McNutt, United States Ambassador to the Philippine Islands, President Truman wrote:

I hereby designate you to liquidate the affairs of the United States High Commissioner to the Philippine Islands immediately following the granting of independence to the Philippine Commonwealth on July 4, 1946, and until Sections 102 and 103 of Reorganization Plan No. 1 of 1946 become law.

Reorganization Plan No. 1 was not passed by Congress. In a letter dated June 28, 1947, from the High Commissioner's Office in Manila to Mr. Edwin W. Pauley, Special Adviser to the Secretary of State on Reparations, Pauley was notified that "As of June 30, the liquidation of the Office of the United States High Commissioner to the Philippine Islands will be completed."

There are few records of the Office of the U.S. High Commissioner to the Philippine Islands. Nearly all of the records created in the Manila office during the 1935-41 period were destroyed to prevent their being captured by the Japanese. In a letter of May 13, 1942, from High Commissioner Francis B. Sayre to Richard R. Ely, Supervisor of Philippine Affairs in the Division of Territories and Island Possessions, Mr. Sayre wrote:

Complete records of appointments made during the months of November and December in the Office of the High Commissioner are not now available due to the fact that it was deemed advisable to destroy the major part of our files before the evacuation of the Office to Corregidor on December 24, 1941. We were permitted to take only a limited quantity of files with us, and nearly all of these had to be destroyed on our departure from Corregidor.



Claude A. Buss, the employee responsible for carrying out the order to destroy the files, in his report to the High Commissioner stated:

We destroyed all our confidential files and everything of record except the personnel cards. We burned telegrams, letters, the compilations of alien property, codes and cipher tables.

The last High Commissioner to the Philippines, Paul V. McNutt, who was appointed in 1945, became the first U.S. Ambassador to the Philippine Republic. When the U.S. Embassy was created in Manila in 1946, the Department of State drew upon the Division of Territories and Island Possessions for personnel and records. Richard R. Ely was sent to Manila to work in the Embassy. He took certain records with him, including some created in the Washington office of the High Commissioner during the 1942-46 period. The precise nature of those records is not known to the compiler of this inventory.

This inventory describes those records of the Office of the U.S. High Commissioner to the Philippine Islands that are in the National Archives. They constitute part of Record Group 126, Records of the Office of Territories, and amount to 18 cubic feet.

In the records of the Division of Territories and Island Possessions, which are a part of Record Group 126, are correspondence and reports concerning the High Commissioner and the personnel of his office.

There are other records in the National Archives that relate to the Office of the U.S. High Commissioner. In Record Group 350, Records of the Bureau of Insular Affairs, is an extensive file relating to the Office for the period from 1935 until the establishment of the Republic of the Philippines in 1946. Record Group 48, Records of the Office of the Secretary of the Interior, includes some documentation concerning the relationship of that Office with the Office of the U.S. High Commissioner. Also in Record Group 48 are files for the 1942-45 period when the Secretary of the Interior was also the High Commissioner. Record Group 59, General Records of the Department of State, contains correspondence between the Secretary of State and the High Commissioner for the years 1935-44. Record Group 46, Records of the U.S. Senate, includes records of the Territories and Insular Affairs Committee for the 1933-40 period; and Record Group 233, Records of the U.S. House of Representatives, includes records of the Committee on Territories for the 1835-1947 period. Other related records are in Record Group 131, Records of the Office of Alien Property Custodian.

#### U.S. High Commissioners to the Philippine Islands

Frank Murphy  
J. Weldon Jones, Acting

Nov. 15, 1935-Dec. 31, 1936  
Jan. 1, 1937-Feb. 27, 1937

Paul V. McNutt  
J. Weldon Jones, Acting  
Francis B. Sayre  
Harold Ickes  
Paul V. McNutt

Feb. 28, 1937-July 12, 1939  
July 12, 1939-Aug. 8, 1939  
Aug. 8, 1939-Oct. 12, 1942  
Oct. 13, 1942-Sept. 14, 1945  
Sept. 14, 1945-July 4, 1946

Organization of the Office of the U.S. High Commissioner

Manila Office--1941

High Commissioner

Private Secretary

Resident Property Officer

Resident Custodial Service

Legal Adviser

State Department Liaison Officer

Passport Agent

Naval Liaison Officer

Senior Army Liaison Officer

Junior Army Liaison Officer

Executive Assistant

Chief Clerk

Cable Clerk

Accountant

Office Property Clerk

Records Clerk

Office Custodial Service

Economic Adviser

Quota Enforcement Section

Expert Control Section

Priorities Section

Federal Loans Section

United Services Organization Section

Financial Expert

Foreign Funds Section

Enemy Property Section

Financial Custody Section

Washington Office--1942

High Commissioner

Assistant Chief Clerk

Secretary

Stenographer

Messenger

Economic Adviser

Legal Adviser

Financial Expert

Research Assistant



Washington Office--1945

High Commissioner

Senior Civilian Federal Representatives (ex officio)

Legal Adviser

Executive Adviser

Regional Representatives

Chief Clerk

Administrative and Clerical Staff

Manila Office--1945

High Commissioner

Army Aids and Liaison Officers

Naval Aids and Liaison Officers

Special Assistants

Public Relations

RECORDS OF THE OFFICE OF THE U.S. HIGH COMMISSIONER  
TO THE PHILIPPINE ISLANDS

RECORDS OF THE MANILA OFFICE. 1935-46. 6 ft. 1

Letters, memoranda, radiograms, directives, reports, and other documents pertaining to the initiation, planning, and administrative management of all phases of the operations of the office. The records relate primarily to budgetary matters, office personnel, and public relations. The correspondence is mainly with officials of the U.S. Government but included is some correspondence with officials of the Philippine Government. Arranged alphabetically by subject or name of correspondent. For a list of the subject headings for the records of this series, see appendix I.

RECORDS OF THE WASHINGTON OFFICE. 1942-48. 5 ft. 2

Letters, memoranda, directives, orders, instructions, plans, reports, and other records pertaining to the operation of the Office in Washington, D.C., after the evacuation from Manila. Included are files concerning the Alien Property Custodian, claims, the sugar industry, immigration, postwar planning, rehabilitation, reoccupation, and insurance for war damages--chiefly for the period 1942-48 but partly from 1935. The correspondence is chiefly with officials of the U.S. Government, particularly in the military and in the Department of State. Arranged alphabetically by subject or name of correspondent. For a list indicative of the subject headings for the records of this series, see appendix II.

LIST OF NAMES OF PERSONS INTERNED IN THE PHILIPPINE ISLANDS BY THE  
JAPANESE MILITARY GOVERNMENT DURING WORLD WAR II. Aug. 14, 1942.  
1/4 in. 3

An alphabetical list of names of 1,116 internees and the names and addresses of their next of kin. The list was prepared by an organization known as "Relief for Americans in the Philippines," located at 101 Fifth Avenue, New York, New York.

RECORDS CONCERNING PERSONS INTERNED IN THE PHILIPPINE ISLANDS BY THE  
JAPANESE MILITARY GOVERNMENT DURING WORLD WAR II. 1942-47.  
3 ft. 4

Included are correspondence and form reports concerning internees, form letters from internees, requests from relatives or friends for information concerning internees, and form instructions issued by the American Red Cross regarding mail sent to internees. Also included are some records giving information about living conditions in the internment camps. Arranged in rough alphabetical order by name of internee.

RADIOGRAMS. Feb. 8-Sept. 3, 1946. 6 in. 5

Copies of radiograms sent and received by the office of the U.S. High Commissioner in Washington, D.C., and in Manila. Arranged chronologically. Radiograms sent and received by the High Commissioner



during the 1935-45 period are included in the records of the Bureau of Insular Affairs (Record Group 350).

CLAIMS FOR LOSSES SUFFERED BY STAFF MEMBERS DURING WORLD WAR II. July 19, 1949. 3 in. <sup>6</sup>

Individual claims filed by those employees of the Office of the U.S. High Commissioner in Manila who were captured and interned during the war. These claims representing personal property lost by employees were used as a basis for the amount of damages authorized by Private Law 81 and approved May 27, 1949 (63 Stat. 1101). Each claim describes the property and gives both its original value and its estimated value at the time of the loss. Included are claims for the following employees: Helen Burke, Claude A. Buss, Donald L. Cochran, William T. Cropper, Gordon W. Ells, Elise Flahavan, Charles W. Franks, George O. Gray, Bertha T. Greusel, Grace Jurgenssen, Ruth P. Lovell, Edward L. Mack, James Moses, Anne Belle Newcomb, Frederick H. Noble, Margaret Pierce, Mona Raymond, Ervin C. Ross, Francis B. Sayre, William J. Stumpf, Woodbury Willoughby, Janet D. Wilson, and Marie F. Wolff. Arranged alphabetically by name of employee.

## APPENDIX I

### List of Subject Headings for the Records of the Manila Office of the U.S. High Commissioner to the Philippine Islands (Entry 1)

Accounts, 1945-46  
Accounts and Procedure Letters, 1945  
Accounts current, 1945-46  
Allotment Advice No. 1 (1470119), 1948  
Appropriations, Bureau of Insular Affairs, 1939-40  
Army and Scouts, Philippine, 1942-46  
Authority for liquidation, 1941-47  
Authorizations  
    Bunch, R. W., 1947  
    Ely, Richard R., 1942-45  
  
Bills  
    Foreign Economic Administration, 1943  
    Treasury Department, 1942-45  
Budget  
    Deficiency Appropriation, 1945  
    Fiscal year 1944  
Budget and appropriations, 1941-43, 1946-47  
Building, U.S. High Commissioner, 1935, 1945-46  
Bunch, Richard W., Personnel information, 1941-46  
Buss, Claude A., 1938  
  
Ceiling reports, Bureau of the Budget, 1944-47  
Certifying Officer, Hester, E. D., 1945-46  
Checks, canceled, 1946  
Civil Service, Retirement, 1942-46  
Claims  
    Civilian employees in Philippines, 1941-45  
    Deceased persons, 1942  
    For salary, 1942  
    Forms, 1942  
    General, 1946  
    General Accounting Office, 1946  
    Information for High Commissioner, 1946-47  
Communications, 1944-45  
Community War Fund Campaign, 1943  
Comptroller General, Decisions, 1936-45  
  
Daily leave records, 1944-46  
Deceased employees, Regulations, 1945  
Departmental deposit lists, 1945  
Departmental training, In-service, 1945



Earning record

Foreign Economic Administration, 1944-45

Household of High Commissioner, 1945-46

Treasury, 1946

Earnings, Washington office, 1946

Emergency Fund, 1942-44

Employees

Compensation Act, 1945

General, 1942-44

Treasury, 1942

Establishment, High Commissioner's Office, 1940-46

Executive Orders, No. 8512 of 1942 and No. 9616 of 1945

Exhibits, Efficiency, 1930-45

Federal Loan Agency, 1942-43

Filipino employees, 1945-46

Fingerprinting, 1944

Forms and letterheads, 1940

Hirschinger, Josephine, 1947 (Federal Security Administration)

Independence, 1945-46

Instructions for High Commissioner, 1935-42

Internees, 1942-46

General, 1943-46

List of those captured in 1942

Law, High Commissioner, 1939-45

Leave records, 1934-44

Living allowance, 1943-46

Mail, 1945

Penalty, 1944

Memoranda

Departmental, 1945-46

Employees, 1945

Miscellaneous

Departmental memoranda, 1942-45

Letters, High Commission staff, 1945

Military and naval personnel, 1942

Work sheets, 1943-45

Missing Persons Act, 1945

Monthly personnel report to Byrd Commission, 1943-46

Monthly report

Appropriations, 1944-45

Status of obligations, 1946

Munar, Alfredo, Claim of, 1948

Office accounts

- Emergency Fund, 1942
- Memoranda, 1942-44
- Organization, 1942

Pay Raise Act, Federal employees, 1945

Payroll

- Manila, Apr. 1, 1940-Mar. 22, 1947
- Miscellaneous information, 1943-46
- Washington, D.C., July 1, 1942-June 30, 1947

Pending File, High Commissioner, 1948

Personnel, Leave, 1942-44

Philippine Islands

- General, 1945-46
- Government, 1946
- Miscellaneous, 1942-45

Printing and binding, 1942-45

Property, Accountability, 1943

Public relations

- Cables, outgoing and incoming, 1946
- General, 1945-46
- Letters, 1946
- Press releases, 1946
- Questionnaires, 1946
- Statements and opinions, 1946

Regulations

- Efficiency ratings, 1946
- General, 1946
- Leave, 1945-46
- Overtime pay, 1945
- War service, 1944-45

Reports

- Bureau of the Budget, 1945
- Federal civilian employment, 1943-45
- Miscellaneous, 1944-46
- Negro employment, 1945-46
- Personnel requirements, 1942-46
- Selective service status, 1943-46

Requests

- Repayment of disbursement balances, 1947
- Transfer of funds, Manila, 1945-47

Requisitions

- Books, 1943-46
- Disbursing funds, 1945-47
- General, 1942-46



Retirement

Records, 1944-46

Registers, 1943-46

Sample inquiry letters, 1939-46

Schedules

Adjustment, Standard Form 1081 (1943)

Collections, 1942-47

Disbursement

Manila, 1941-46

Washington, D.C., 1945-48

Fiscal years, 1943-46

Manila staff, 1942-45

Outstanding advances to agent cashiers, 1946

Retirement and Disability Fund, 1941-46

Standard Form 1097 (1946)

Voucher deductions

Bonds, 1945-46

Tax, 1945-47

Service and priority, 1940

Service records, Employees, 1937-41

Settlement certificates, 1941-48

Staff of High Commission in Manila, Welfare, 1943-45

Stamps, 1943

Statement, Expenditures, 1947

Steintorf, Paul, Disbursing Officer, 1942-45

Supplies, 1940-45

Philippine Section, 1943

Telegraph and telephone, 1946

Transportation orders, 1942

Travel authority, 1939-43

Treasury circulars, 1945

Tydings, Senator M., Speech and Philippines, 1945

United States Coast and Geodetic Survey, 1942-46

Unsettled claims, 1946

Claims for war damage, 1946-49

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Adjustment, 1941-46

Freight paid, 1946

Journal, 1948

Manila, 1946

Others, 1940-46

Paid in the United States, 1941-42

Passenger, 1941-46

Vouchers (cont.)

Pending, 1946

Public, 1941-46

Retirement deductions, 1945-48

Travel, 1941-46

Washington, D.C., 1946-47

War bonds, 1943-45

War Relocation Authority, 1945

Washington agenda, Employees, Civil Service, 1946-47

Withholding tax, 1943-45



## APPENDIX II

### List Indicative of Subject Headings for Records of the Washington Office of the U.S. High Commissioner to the Philippine Islands (Entry 2)

Alien Property Custodian, 1941  
Amendment, Clarke, 1916 and 1941  
American Red Cross, 1942-45  
American Year Book, 1944-45  
Annual Report of Secretary of the Interior, 1944  
Applicants for return to Philippines, 1945-46

Banks, Philippine, 1941-46

Census of Philippines, 1939  
Civilian employees, Army privileges, 1945-46  
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    Miscellaneous, 1945  
    Social security, 1946

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    Cabinet, 1944  
    Cabinet officers, 1945  
    Coconut Oil Excise Fund, 1944  
    General, 1941-46

Constitution of Philippines, 1942-46  
    Amendments File, 1941  
    Mission of Manuel Quezon, 1935

Conversations, 1942  
Courier Service, 1945-46

Davao File, 1937  
Delgado, Francisco A., 1945  
Diplomatic and consular representation, 1946

Economics

    General, 1939-42  
    Survey, 1945

Education, 1943-46

Elections, Commonwealth, 1945-46

Electric Company of Manila, 1945

Embassy, Philippines, 1946

Encyclopedia Britannica, 1945

Evacuation, Citizens from Philippines, 1939-41

Expenditures in the United States, 1942-43

Export control, Philippines, 1942-46

Export taxes, 1941-42

Federal Communications Commission, 1942-45

Finance

Bond investments, 1941-46

Commonwealth, 1938-46

Emergency, guerilla currency, 1946

Philippines, 1941

Financial rehabilitation, 1942-43

Foreign affairs, Philippines, 1941-46

Foreign Funds Control, 1943

Foreign funds, Blocked Nationals, 1945

Gas Corporation, Manila, 1942

General, High Commissioner's Office, 1935-46

Hawaii, Immigration of Filipinos, 1945-46

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Jimenez, Igancio, 1946

Urbietta, Emgil Irene, 1946

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Ceremonies, 1946

Comments, General, 1937

Legislation, 1934-45

Mission to the United States, 1923-25

Political, 1940

Internal revenue taxes, 1942-46

Japanese

Activities in Surigao, 1938

Internment, 1942

Journal of Military Administration, 1943-44

Policy in Philippines, 1942-43

Property in Philippines, 1941

Labor, Bibliography, 1936-41

Law, Beyer and Holleman Collection, 1943

Legislation

Commonwealth, 1940-41

Miscellaneous, 1944-46

Moratorium, 1942

Philippine veterans, 1946

Library, Office of High Commissioner, 1942-43

McNutt, Paul V., Correspondence, 1945-46

Mahogany Cases, 1945-46

Manila, High Commissioner's correspondence, 1945-46



Mining, Philippines, 1941-45  
Miscellaneous agencies, 1944-46  
    Office of Strategic Services, 1943-45  
    Office of War Information, 1944-45  
    Reconstruction Finance Corporation, 1942-46  
    War Production Board, 1944  
Mission, Philippines, 1929  
Murphy, Gov. Gen. Frank--Visit, 1935  
  
Neutrality File, 1939  
  
Orders, High Commissioner, 1945-46  
Osmena, President Sergio, 1945  
  
Patents and trademarks, 1945-46  
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Personnel, Commonwealth, 1941-45  
Policy, 1945-46  
    Colonial Policy, 1944  
Postwar plans  
    International Monetary Fund, 1943  
    Reconstruction--Buell, Raymond, 1943  
Powers of High Commissioner, 1938  
Powers of President of the Philippines, 1941  
Press releases and clippings, 1942-46  
    Philippine News Digest, 1945-46  
    Research articles, 1945  
Property, Custody of High Commission, 1943-46  
Protection of American interests in Philippines, 1944  
Public debt  
    General, 1940-41  
    Sinking fund, 1945  
Public relations  
    Correspondence, 1946  
    Speeches, radio broadcasts, 1946  
Publications, Philippines, 1946  
Puerto Rico, General, 1943  
  
Quezon, Manuel, Missions, 1934 and 1937  
  
Railroad, Manila Company, 1942-45  
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    Agriculture, 1945-46  
    Zafra, 1944  
    Attorney General's mission, 1945-46  
    Boy Scouts of America, 1945-46

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- Civilian supply, 1945-46
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- Milk, 1944-45
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- Property in the Philippines (American), 1942
- Roads, 1945-46
- Schools, 1945-46
- Shipping, 1945-46
- Shipping and transportation, 1943-46
- Sugar industry, 1945
- Trade, 1945-46
- Travel, 1946
- Veterans Administration, 1945-46

## Reoccupation

- Banking problems, 1943-44
- General, 1944
- Reports, High Commissioner--sixth and seventh reports, 1940-42
- Requisitions, Commonwealth, 1941-42
- Revenues and expenditures, 1941
- Rice fields, photograph, 1942
- Romulo, Col. Carlos P., 1943-36
- Roosevelt, President Franklin D., 1943-45
- Roxas, President Manuel, 1945-47

## Salaries

- Bureau of Insular Affairs, 1940
- Paid in the United States, 1942-45
- Salary allotments, Commonwealth, 1942-46
- Sayre, Francis B., 1942-44
- Seal of High Commissioner, 1945
- Seamen, Philippine, 1943
- Securities, 1942-44
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Stamps, 1944  
State Department, Philippine Section, 1943-45  
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Trade relations, 1944-46  
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War Damage Insurance, Claims, 1942-46  
War records, 1942  
Wood, Gen. Leonard, 1923

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Division, National Archives, General Services Administration, Washington 25, D.C.





















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